



# Working Apart Together: Springfield Coworking Space

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# Working Apart Together: Springfield Coworking Space

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## **Acknowledgments**

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### **City of Springfield:**

Courtney Griesel, Economic Development Director  
Shane Johnson, Program Manager

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# Contents

4	About SCI
4	About SCYP
5	About Springfield, Oregon
6	Course Participants
7	Executive Summary
8	Introduction
9	Background
14	Design Vision Groups
14	Commonfield
18	Hatch
23	Creatives
27	Conclusion
29	Appendices

## About SCI

The Sustainable Cities Institute (SCI) is an applied think tank focusing on sustainability and cities through applied research, teaching, and community partnerships. We work across disciplines that match the complexity of cities to address sustainability challenges, from regional planning to building design and from enhancing engagement of diverse communities to understanding the impacts on municipal budgets from disruptive technologies and many issues in between.

SCI focuses on sustainability-based research and teaching opportunities through two primary efforts:

1. Our Sustainable City Year Program (SCYP), a massively scaled university-community partnership program that matches the resources of the University with one Oregon community each year to help advance that community's sustainability goals; and

2. Our Urbanism Next Center, which focuses on how autonomous vehicles, e-commerce, and the sharing economy will impact the form and function of cities.

In all cases, we share our expertise and experiences with scholars, policymakers, community leaders, and project partners. We further extend our impact via an annual Expert-in-Residence Program, SCI-China visiting scholars program, study abroad course on redesigning cities for people on bicycle, and through our co-leadership of the Educational Partnerships for Innovation in Communities Network (EPIC-N), which is transferring SCYP to universities and communities across the globe. Our work connects student passion, faculty experience, and community needs to produce innovative, tangible solutions for the creation of a sustainable society.

## About SCYP

The Sustainable City Year Program (SCYP) is a year-long partnership between SCI and a partner in Oregon, in which students and faculty in courses from across the university collaborate with a public entity on sustainability and livability projects. SCYP faculty and students work in collaboration with staff from the partner agency through a variety of studio projects and service-

learning courses to provide students with real-world projects to investigate. Students bring energy, enthusiasm, and innovative approaches to difficult, persistent problems. SCYP's primary value derives from collaborations resulting in on-the-ground impact and expanded conversations for a community ready to transition to a more sustainable and livable future.

## **About Springfield, Oregon**

Springfield, Oregon is in the southern Willamette Valley in Lane County. The city is 15.75 square miles in size and has a population of approximately 62,000 people. Springfield is the second most populous city in Lane County after Eugene. Interstate 5 Highway separates the two cities, and together they form the Eugene-Springfield Metropolitan Area.

Springfield, founded in 1848 by Elias and Mary Briggs, initially derived its economic activity from operating a ferry across the river at what is now the western end of the downtown (City of Springfield, 2010). The early days of urban development in the 1850's during Euro-American settlement period gave rise to the mill industry as the principal driver of Springfield's initial growth. The water resource served as a catalyst for development in the downtown area.

The activity of the ferry, and later of the lumber mills, created demand for a variety of supporting commercial activities to develop. As the city grew larger in the 19th and 20th centuries, the digging of the millrace waterway and the establishment of a Union Pacific rail line furthered the area's commercial potential. Both helped supply lumber-to-lumber processing operations like the Briggs and Driggs Company and later the Booth-Kelly Company. The land use legacy of this industrial activity can still be seen in the Booth-Kelly site in the southeastern quadrant of downtown.

The first businesses founded in the area created the city's core and set the stage for today's Highway 126 couplet through downtown. From 1852 to 1853, the McKenzie Highway was built through the city as a gateway to the cascades and a connection to Eastern Oregon. In 1856, Springfield was platted for the first time, creating a grid structure oriented along cardinal directions. These two developments have been modified over time, but their effects are still very much evident throughout downtown.

Today, downtown Springfield is in southwest Springfield and is 56 acres in size with a population of approximately 3,300 people. Downtown is bordered by the Willamette River to the west, Washburne Historic District and East Kelly Butte Neighborhood to the north, 10th Street to the east, and Mill Pond and Booth-Kelly Mixed-Use Area to the south. Directly west of downtown Springfield and the Willamette River is the Glenwood community. There are several parks and green spaces nearby, including Island, Millrace, Willamette Heights, and Willamalane.

## Course Participants

**SEDONAH BREECH**, Interior Architecture Undergraduate

**EMMA CANTOR**, Interior Architecture Undergraduate

**EMILY CRAWFORD**, Interior Architecture Undergraduate

**MADISON DROZD**, Interior Architecture Undergraduate

**MAYBERLIN FELIX**, Interior Architecture Undergraduate

**CHRISTIANA HEDLUND**, Interior Architecture Graduate

**ASHLEY LOWE**, Interior Architecture Graduate

**GRACE MCMAHON**, Interior Architecture Undergraduate

**ALICIA SILVERMAN**, Interior Architecture Undergraduate

**DANIELA SIU**, Interior Architecture Undergraduate

**SRUTHI SUNDARESAN**, Architecture Undergraduate

**AUBREY TIMMONS**, Architecture Undergraduate

**LINDSAY TYLER**, Interior Architecture Undergraduate

**JASMINE VITALE**, Interior Architecture Undergraduate

## **Executive Summary**

The city of Springfield is a place of constant growth and development. Springfield is interested in building its inventory of office space to house new businesses and entrepreneurs who are hoping to grow their businesses. In the past few years, coworking has emerged as a revolutionary concept that gives individuals the freedom to expand their businesses in an open and relaxed environment. Coworking spaces encourage networking among peers who are working towards similar goals in the same space. In short, it takes away the pressures of a controlled office environment and allows individual pursuits to grow.

The city of Springfield wants to introduce a coworking space in its city. An existing building was being used as an incubator for businesses in the area in a manner similar to a coworking space. However, the City wanted to explore options that might appeal to more users in the Springfield area. Additionally, the City wanted to examine how the building could be modernized and redesigned to attract those users.

As a studio, students communicated with city staff to understand their vision for this new space and how students could produce design concepts that introduced new ideas for future building development. Students toured a variety of coworking spaces in Portland, Oregon for inspiration in developing their ideas. Using information from the tours and client meetings, students brainstormed coworking visions that would be best for Springfield and its general business

demographic. They established three different programs: Commonfield, a start-up focused coworking space; Hatch, a workspace for working or single parents integrating their children into their workday; and Creatives, a different take on coworking that provides space for growing artists and designers to develop their work and showcase it to the public.

Students based their individual designs on one of these three programs. Students addressed various issues through design including the lack of daylighting and attracting public interest in using the space. Their design iterations are explored in this report. Designs were influenced by client suggestions, established coworking spaces, and research on Springfield's business demographics. Student designs provide valid reasoning for coworking's beneficial role in helping the City and its residents grow.

## Introduction

Coworking spaces are a growing phenomenon among the next generation of entrepreneurs. In coworking spaces, businesses and creative ideas are developed through networking, collaboration, and creative influences among peers. The city of Springfield is interested in adapting an existing building into a coworking space that will take advantage of its prime downtown location.

Additionally, the City wants the building to appeal to current residents and local entrepreneurs in the Eugene and Springfield area. Students collaborated with city staff to establish their expectations and ideas for the coworking space and what they felt would best benefit building users. Key objectives for this project included:

- Create an open, flexible, and easily usable space for the people of Springfield with a “get it done” mindset.
- Create a space that is inclusive of all ages, races, genders, sexualities, ethnicities, classes, work types, and lifestyles.
- Encourage a collaborative, non-intimidating environment for all users to further productivity.
- Provide the end users with an aesthetically pleasing work environment that reflects the surrounding environment.
- Use local and reusable materials and resources to reduce costs and build an environmentally-conscious space.
- Entice prospective users to gain more foot traffic and users of the space, making business profitable and economically sustainable.



FIG. 1

Coworking example  
in Portland, Oregon

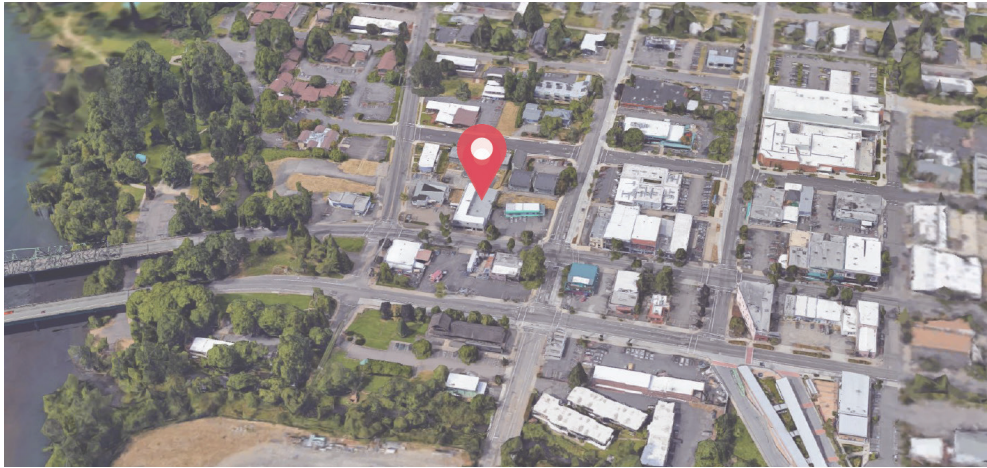


## **Background**

138 Main Street, the location of the existing building, currently houses a collaborative workspace called the Fertilab Startup Center. Like a coworking space, the existing business provides a space for small businesses and growing entrepreneurs to conduct their work in an open environment. However, the building does not provide the proper space or resources to house a larger, more developed space. In addition, the building is not code compliant in certain areas.



**FIG. 2**  
Existing building facade

**FIG. 3**

Site map with  
building location

### **SITE ANALYSIS**

The building site has many locational attractions that draw the attention of prospective clients. Springfield's continuous development creates more growth opportunities and therefore allows coworking spaces to be introduced in ideal locations. The existing 7,000 square foot building sits on a plot of land that is roughly 8,000 square feet on Main Street. It is near small shops, restaurants, and a few multi-family housing complexes. The building is located near the Willamette River on State Highway 126, however this thoroughway carries only westbound traffic.

The building façade faces southward and most building activity occurs on that face. Given that the City is constantly looking for ways to expand

and adapt new uses for existing buildings, any construction added to the existing building will be up against a zero lot line. If a building is constructed on a zero lot line, it indicates that they are built all the way or close to the edge of the property line. The zero lot line of the given site restricts designability on the building's east and west faces. There is an alley behind the building granting access to trash receptacles, bike storage, and rear exit or entry.

Built in the early 1990s, the existing building was built on a concrete foundation with structural columns and beams holding up the top floor of the building. For cost-effective reasons, the City requested that any designs maintain the foundation and structural elements of the current building.



### PROGRAM REQUIREMENTS

Students visited the existing Springfield building as well as coworking spaces in Portland. Each space served a different purpose and utilized design elements unique to its businesses and users.

Students used observations from these visits and insights gained from meetings with city staff to produce a summarized list of requirements:

- Introduce a program that includes private rooms for 1-2, 4-6, and 8-10 people. These rooms would be rented out to small businesses or groups of people who need office space. They would be the main profit source for the coworking space.
- Include private meeting rooms usable by all paying users of the coworking space.
- Create easy access to a bicycle storage room. The site's location emphasizes public transportation use and alternate transportation modes instead of personal vehicles.
- Design a façade that blends well with the existing facades of surrounding businesses while attracting potential users.
- Include a vendor space that houses one long-term business to create steady income for the coworking space.
- Design open spaces that encourage flexibility and networking while creating a common place for public events.

Area Description	Square Footage	Occupant	Space Breakdown
Multipurpose Room	1,000	75	Classroom, Networking Space
Closed Office Space	2, 520	65-100	- One 8-10 person office (400 sqft) - Eight 4-6 person office (400 sqft) - Four 1-2 person office (200 sqft)
Lounge	600	25	Seating Area (300 sqft) Kitchen (300 sqft)
Lobby	500	15	Reception Desk (100 sqft)
Conference Room	900	30	One 8-10 person conference room (500 sqft) One 20 person conference room (400 sqft)
Restrooms	450	6	2 ADA, one woman's, one men's – two stalls each
Bike Storage	200	20	
Staff Office	100	3	
Storage	100	2	
Mail Room	100	5	
Wellness Room	70	1	Mother's Room, Resting Room
Phone Booths	20	1	
Print Room	70	2	
Vendor Space	250	15	Long Term Rentable Space

**FIG. 4**  
Commonfield Program  
summary table

NAME OF SPACE	SQUARE FOOTAGE	OCCUPANCY
Lobby/ Reception	200	8
Gallery /Event Space/ Classroom	400	12
Kitchen	150	12
Lounge (3)	500, 166 sq. ft per room	40
Restroom Mens (ADA)	150	3
Restroom Womens (ADA)	150	3
Private Restroom (ADA)	80	1
Call Rooms (4x)	400, 100 sq. ft per room	8
Wellness Room	50	1
Bike Storage (20 bikes)	100	
Individual Art Space (15x)	1,200, 80 sq. ft per space	15
Photo Studio	180	3
Art Hot Desk	600	20
Mail Room	100	2
Conference Room Large/ Classroom (2x)	360, 180 sq. ft per room	10
Conference Room Small (3x)	270, 90 sq. ft per room	5
Anchor Office (6-8 people)	750	8
Private Office (1 person), (5x)	300, 60 sq. ft per room	5
Private Office (2 person), (4x)	380, 95 sq. ft per room	8
Private Office (4 person), (2x)	720, 360 sq. ft per room	12
Digital Hot Desk	600	20
Print Zone	200	3
Staff Office	150	2
Lockers (35 lockers)	100	3
Maintenance / Storage	30	2
<b>TOTAL</b>	8,120 (10,320 with added 20% circulation)	75

FIG. 5

Creatives Program  
summary table

Area Description	Square Footage (sq. ft.)	Space Breakdown
Large Flexible Open Work Spaces	2,380	<ul style="list-style-type: none"> <li>○ Lobby: 780 sq. ft -<i>occupancy</i></li> <li>○ Lounge: 300 sq. ft -<i>occupancy 10-15 ppl</i></li> <li>○ Hot desks without kids: 500 sq. ft -<i>occupancy 20-25 ppl</i></li> <li>○ Hot desks with kids: 500 sq. ft -<i>occupancy 20-25 ppl</i></li> <li>○ Kitchen: 300 sq. ft -<i>occupancy 10-15 ppl</i></li> </ul>
Private Work Space	2,980	<ul style="list-style-type: none"> <li>○ One 8-10 person office: 400 sq. ft</li> <li>○ Six-eight 4-6 person offices: 240 sq. ft each (1,440-1,920 sq. ft total)</li> <li>○ Four 1-2 person offices: 100 sq. ft each (400 sq. ft total)</li> <li>○ One large multipurpose conference room: 620 sq. ft -<i>occupancy 30-35 ppl</i></li> <li>○ Four- six phone booths: 17.5 sq. ft each (70-105 sq. ft total)</li> <li>○ One nursing room: 50 sq. ft -<i>occupancy 1-2 ppl</i></li> </ul>
Support and Staff Areas	1,025	<ul style="list-style-type: none"> <li>○ Staff room: 250 sq. ft -<i>occupancy 4-6 ppl</i></li> <li>○ Bike storage for 20 bikes: 200 sq. ft</li> <li>○ Storage room: 100 sq. ft</li> <li>○ Mail room: 50 sq. ft -<i>occupancy 2 ppl</i></li> <li>○ Print room: 75 sq. ft -<i>occupancy 3 ppl</i></li> <li>○ Lockers: 150 sq. ft</li> <li>○ Four all gender restrooms: 50 sq. ft each (200 sq. ft total)</li> </ul>

FIG. 6

Hatch Program  
summary table

## **Design Vision Groups**

Students compiled ideas through case study, research, site visit observations, and individual brainstorming. The collaborative process resulted in a decision to target three different vision groups, or programs, for the proposed space: Commonfield, a coworking space focused solely on the development of start-up companies; Hatch, a space for working parents providing for their businesses and children in one space; and Creatives, a space for individuals to freely explore their creativity and showcase their work. Individual student projects are provided in Appendices D through L.

### **COMMONFIELD**

#### **Concept and Goals**

Startup businesses such as tech companies, lifestyle businesses, and charitable foundations typically start in small rooms in a private home. Commonfield is a space designed to specifically accommodate the needs of a startup. The goal of this typology is to create a space for startups and small businesses that helps them build their ideas. In addition, Commonfield creates a consistent space for startups to grow and network their ideas together.

#### **Challenges**

Some design challenges that this typology faced include:

- Proper space allocation given the square footage
- Designing around the existing structure. According to city code, one cannot adjust the existing foundation to replace certain structural elements.
- Allowing enough daylight inside the building. The zero lot line prevents window installments on the east and west walls.

- Monitoring the uncertainty of Springfield's demographics and how that uncertainty could result in a potentially unsuccessful space

#### **Program & Key Design Features**

A program space allocation was established to determine the approximate amount of square footage needed for each space. Key spaces that are unique to a startup coworking space like Commonfield include a multipurpose room that can be used as an open hot desking area, a classroom for educational purposes, and an event space for gatherings and networking events. Hot desking is an office arrangement where multiple open desks are arranged such that users can use workstations for different periods of time without being assigned a permanent personal workspace. Another space unique to this vision is a coffee shop. Including a coffee shop provides a different environment for networking and open workspace uses unique to startup businesses. Additionally, a coffee shop provides continuous income to the coworking space as a leased space.

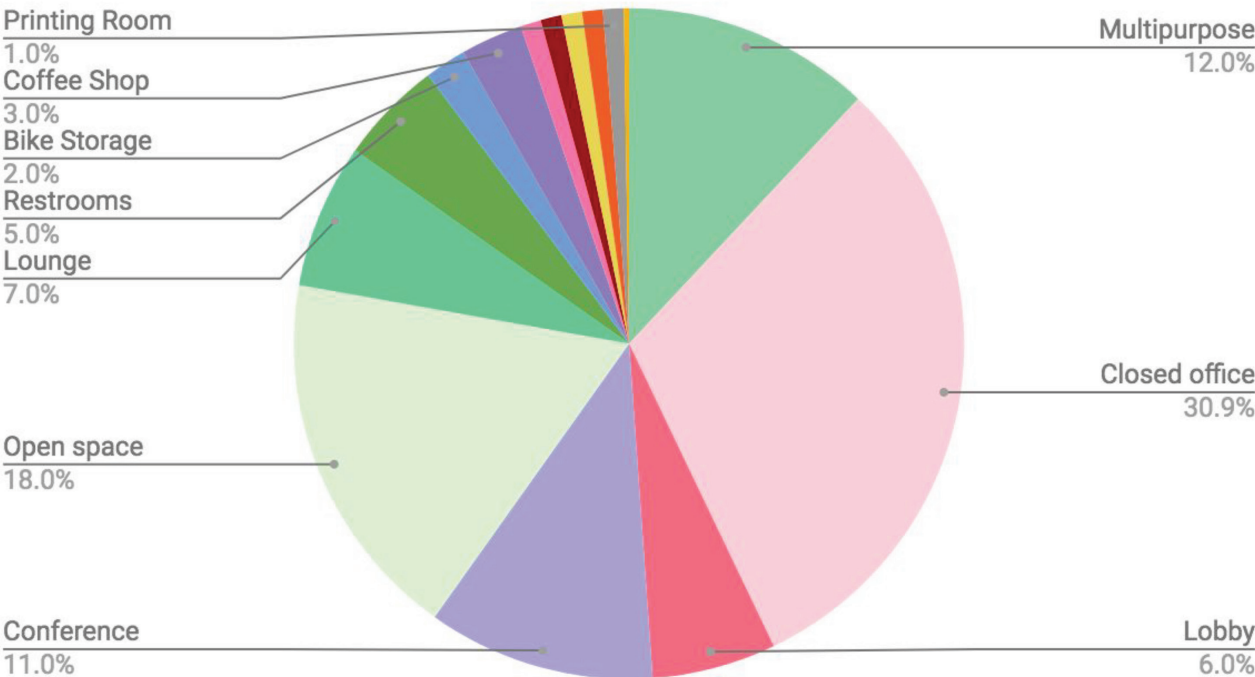


FIG. 7  
Commonfield program  
space allocation

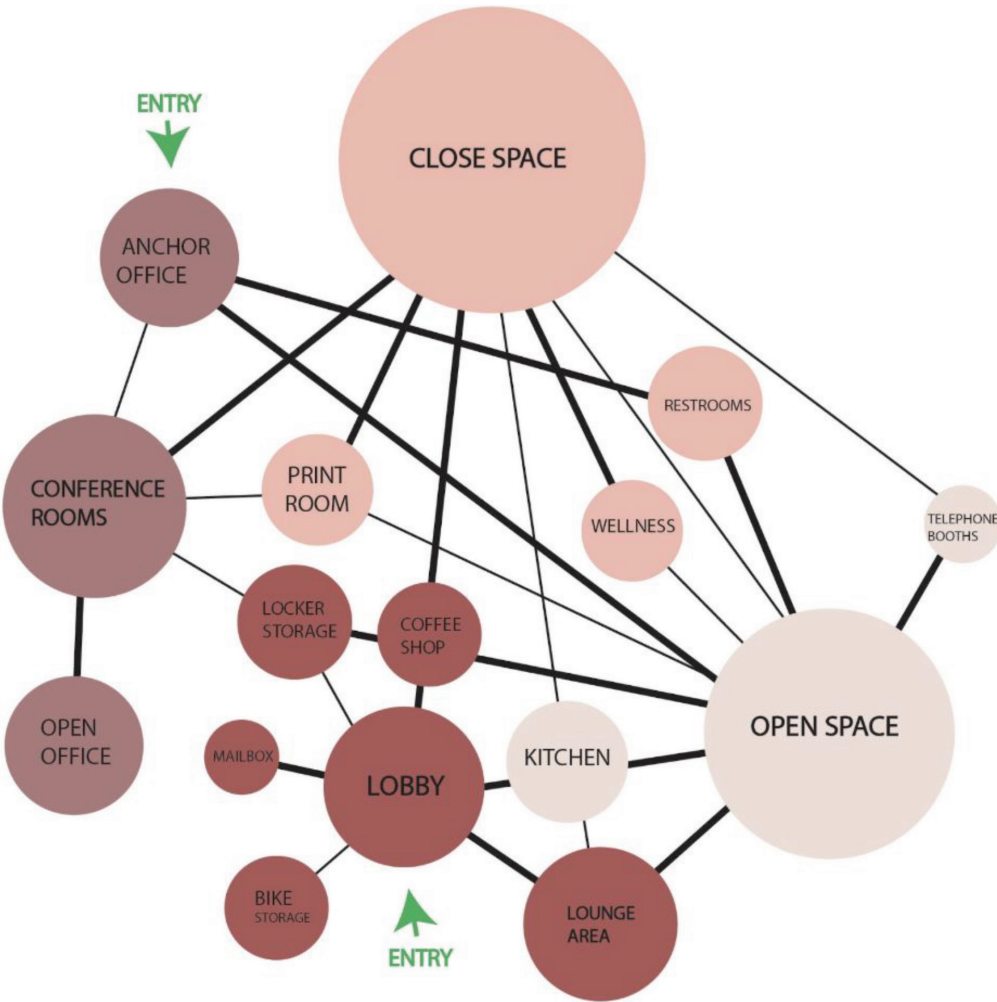


FIG. 8  
Commonfield program  
adjacency diagram



## Student Design Ideas

### Sedonah Breech

The design intent focused on modernizing the existing building with coworking spaces and the inclusion of a coffee shop to create a welcoming and productive atmosphere for Springfield's entrepreneurs. The courtyard design that defines the central point of the building serves as an oasis of lively vegetation that brings people together. It creates opportunities for people working on individual goals above to come below and collaborate with one another.

### Mayberlin Felix

This design scheme emphasizes work and social spaces within one combined space. It also retains a majority of the existing structure with changes to the

building's central space. The courtyard allows for networking and other social interactions that further a coworking environment. The conference rooms and event space that merge with the courtyard allow for multiple direct and indirect interactions. This courtyard scheme also allows daylight inside east and west interior of the building, where light is not abundant.

### Sruthi Sundaresan

Coworking brings like-minded people together in one space to foster idea growth and development while creating positive peer networking. The key design principles depicted in this design scheme foster these ideas. Named "The Hub," this design creates a central area that functions as a multipurpose space. Private spaces

FIG. 9

Sedonah Breech design rendering



FIG. 10 (TOP)

Mayberlin Felix design  
rendering

FIG. 11 (BOTTOM)

Sruthi Sundaresan  
design rendering

are spread around but connected to the central space to encourage a transparent boundary between private and public spaces while maintaining a coworking space for its users. The Hub

also provides an abundance of daylight from all four directions into the rest of the building space.



## HATCH

### Concept and Goals

Working parents are a large demographic group. Oftentimes working parents struggle to find affordable child care centers during work hours. Hatch creates a space that integrates children into the daily activities of their working parents. This allows parents who are entrepreneurs or working for a small company to work effectively, free from worry over child care costs and restrictions.

### Challenges

Many challenges faced are identical to those faced by the Commonfield and Creatives vision groups. Some unique challenges also include:

- Accommodating the energy of children with a professional environment
- Designating spaces for children's activity without hindering the work of those using the coworking space
- Possible lack of private spaces for quieter activity
- Identifying the demographic of working parents in Springfield that are willing to develop their business ventures with their children's presence at the workplace
- Providing enough incoming daylight to sufficiently light open spaces

### Program & Key Design Features

The program for the Hatch coworking space displays a different set of spaces that are unique to this typology. Hatch, with a primary focus on children and their working parents, requires rooms that accommodate need sets for both groups. The program includes typical private rooms, conference rooms, and a kitchen among other commonalities. Distinguishing spaces include nursing rooms for parents of infants and a separate children's play area equidistant from hot desking areas and private rooms. The event space can also serve as a classroom area for children's or family events.



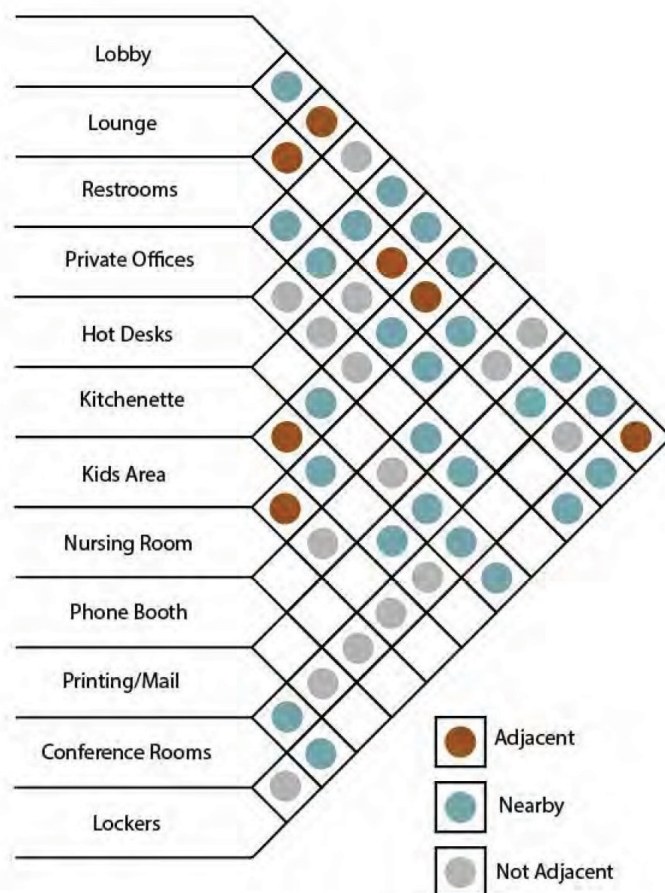
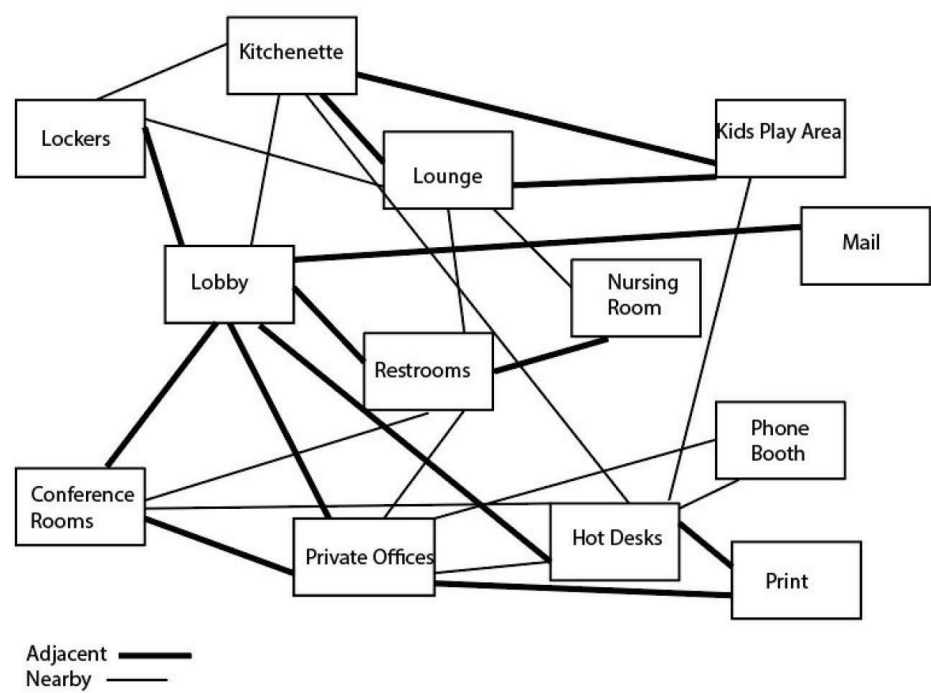


FIG. 12  
Hatch Program  
adjacency diagram

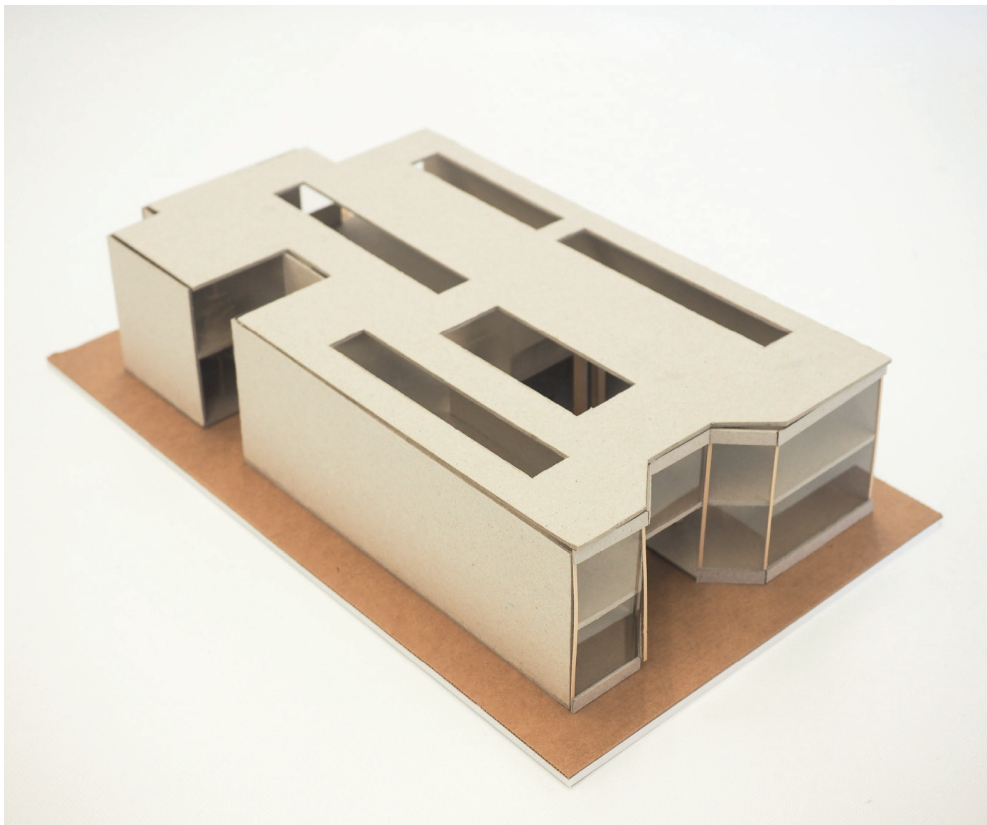
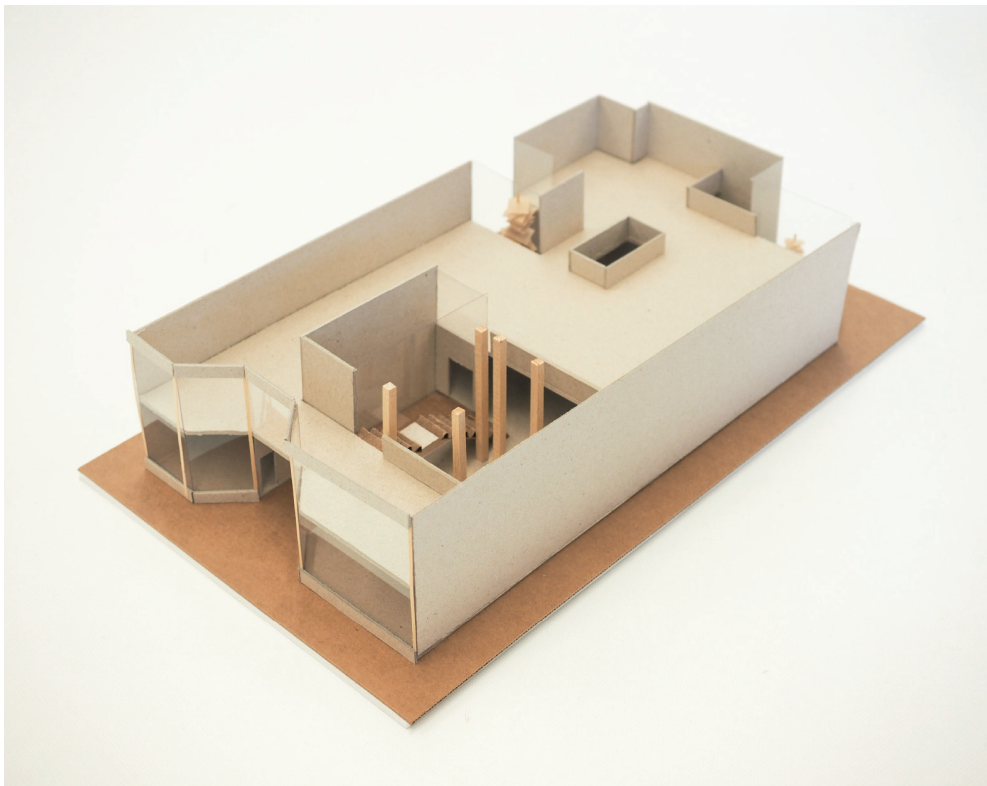


FIG. 13  
Ashley Lowe design  
rendering



Student Design Ideas

Ashley Lowe

This design scheme focuses on a few key guiding principles that create a coworking space for working parents and their children. These principles include incoming natural light, accessibility for children, inviting spaces for the workspace’s parents and children, an appealing view given the window restrictions, and the use of local materials. These principles were reflected in this design through various methods. The space is divided into designated areas that children can access and use, and spaces focused

on coworking. The color scheme also emphasizes the inclusion of children with light colors that indicate a hint of playfulness.

Daniela Siu

This design iteration concentrates on the idea of courtyards and their positive role in a building form. More importantly, this design utilizes courtyards as more than simply a light source for the coworking space. Courtyards within a building create new building forms in surrounding areas. They divide space yet form visual connections. Courtyards create

FIG. 14  
Daniela Siu design  
rendering



acoustical barriers between spaces, which could benefit this specific coworking vision, as children tend to be loud in contrast to traditionally quiet private workspaces. The inclusion of courtyards in this design also integrates natural elements to promote wellness.

#### Lindsay Tyler

This concept explores how the building's design can follow light paths and where the building has potential to receive the most natural daylight. Open spaces allow natural light to flow

throughout the building space. This concept of large open spaces creates a welcoming feeling and allows more open connections between users. Large open spaces are also beneficial to children occupying the space as they have more space to engage in activities while in their parent's vicinity. Appropriately, the private spaces encompass the central open space to increase distance from loud acoustics while maintaining the balance of private and public.



FIG. 15

Lindsey Tyler design  
rendering

## CREATIVES

### Concept and Goals

Coworking spaces frequently target small businesses and entrepreneurs. Unfortunately, coworking spaces have not necessarily recognized artists' and creative figures' need for open workspaces and showcase areas, as well as how these professionals benefit from collaborative impacts. Creatives is a typology that creates a space for people using hand media, digital media, photography, and other art forms. Creative businesses and artists can gain attention by displaying their work to peers and the public. The Creatives coworking space grants these opportunities and allows creativity to flourish.

### Challenges

Some challenges that the Creatives vision came across include:

- Designating enough spaces for a variety of creative tasks while keeping space flexible for future endeavors
- Properly ventilating the space. This is essential due to the possibility of painters using the space; paint fumes must be ventilated out of the building properly.
- Accessibility of multiple storage types. People using various medias will require supplies close to their workspaces; storage must meet the demands of multiple creative media.
- Designating separate gallery and workspaces, and controlling acoustics near private areas in contrast to open workspaces

FIG. 16

Creatives program  
space allocation

## Breakdown of Building by Square Footage

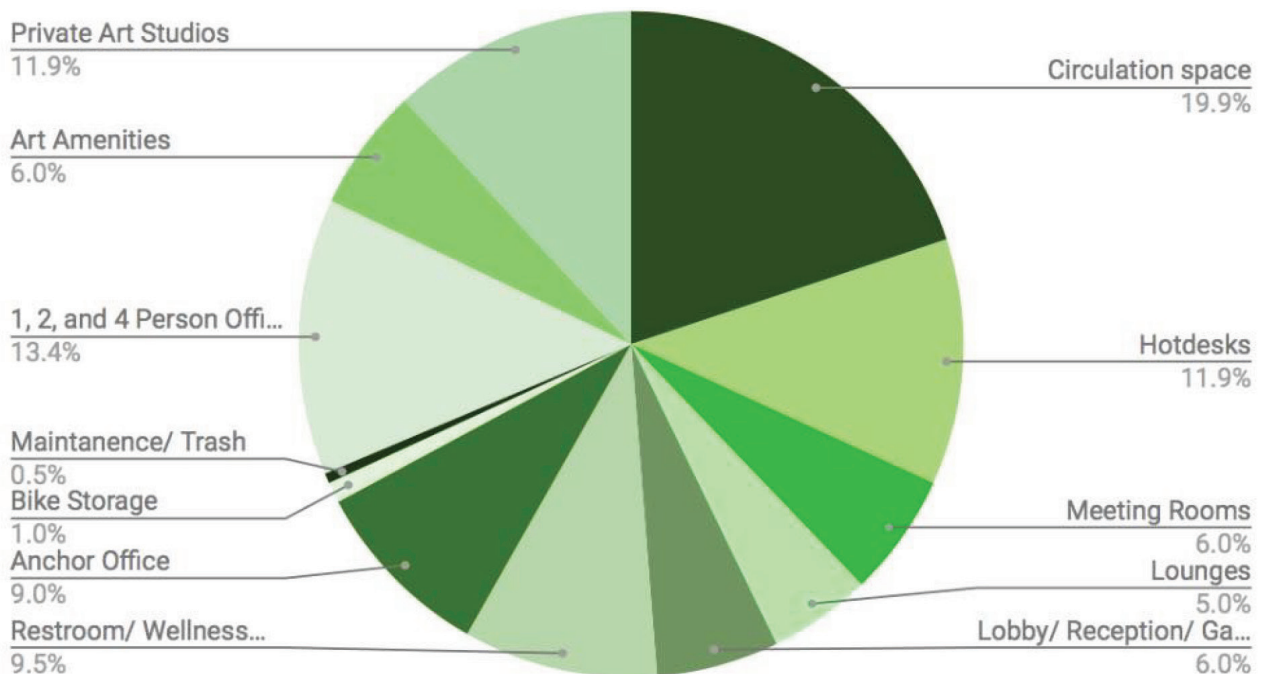
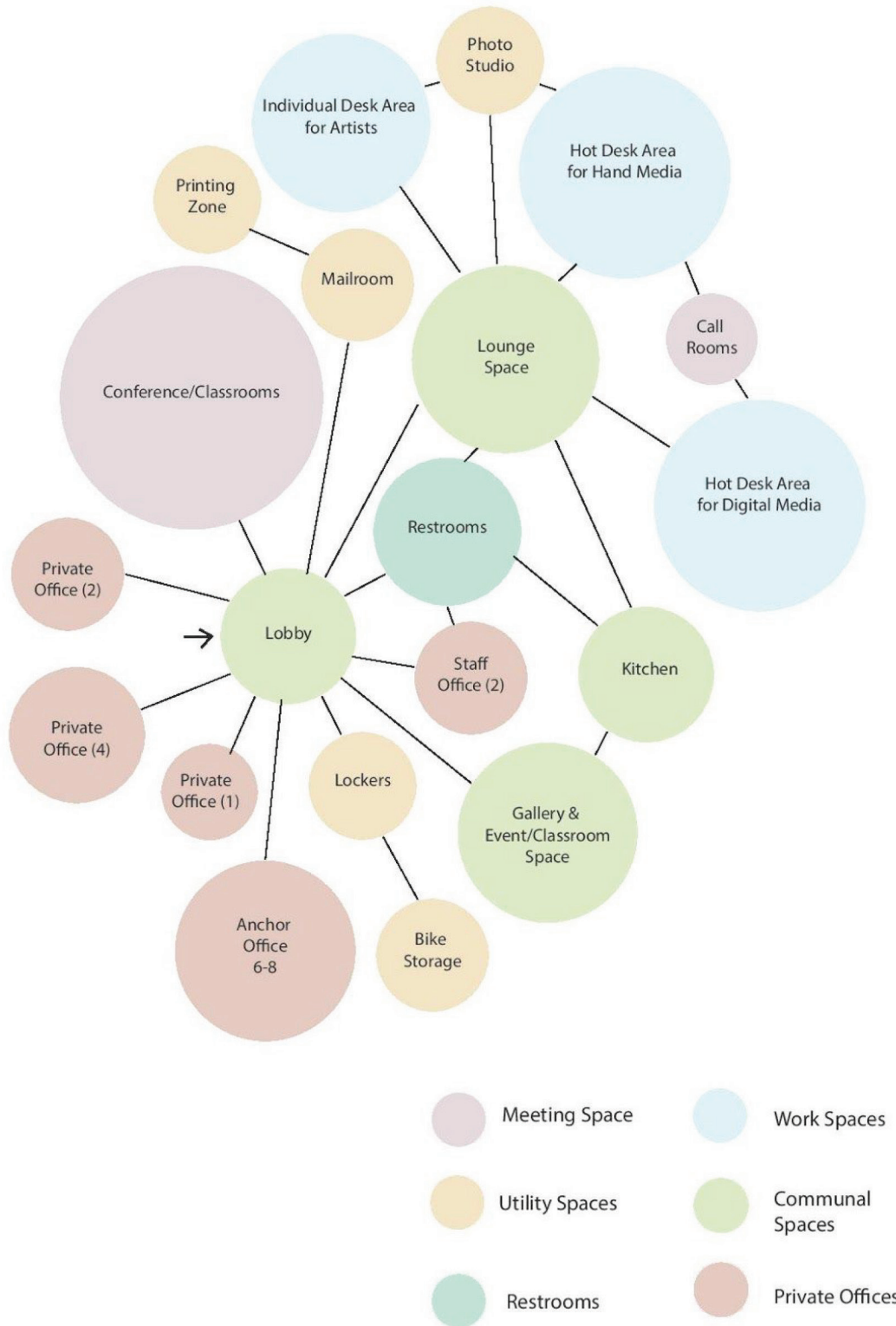




FIG. 17

Creatives program  
adjacency diagram



### Program & Key Design Features

Unlike Commonfield and Hatch, the Creatives typology does not cater to those working at a desk. Apart from standard programmatic space requirements such as private rooms, conference rooms, and event space, the spaces defined are unique to this typology. Artists and creative individuals may require studio spaces instead of hot desks to arrange and complete larger works. Additionally, necessary spaces include a designated digital media area, workshop spaces for larger projects by growing businesses, and a photo development and editing studio for photographers. Finally, a gallery space is critical to showcase artists' work.

### Student Design Ideas

#### Grace McMahon

This design delves into daylighting's effects on building design. The design redesigns the roof system and angle to equally distribute more light on the upper and lower floors. The roof design includes a pitch, which allows light in at a greater angle. The interior emphasizes

this concept by using glass partitions to designate and separate spaces while keeping incoming light and open workspaces consistent. A central glass box serves as the focal point of connection between users. This box takes in the most light and reflects it at all angles into the surrounding spaces. Light reflects off the box into private offices and conferences rooms designed around this central space.

#### Emma Cantor

The intent for this design revolves around two main concepts: curves that direct the user movement in the building space and colors that differentiate building spaces and zones. In this design, the front façade of the building curves in a way that draws people towards the building's entrance. Curvature themes carry through the building as a directional tool, which guides users through the various building spaces. The spaces are also distinguished by various color schemes from light to dark and accentuated by the natural light, separating private spaces and open workspaces.

FIG. 18

Grace McMahon  
design rendering



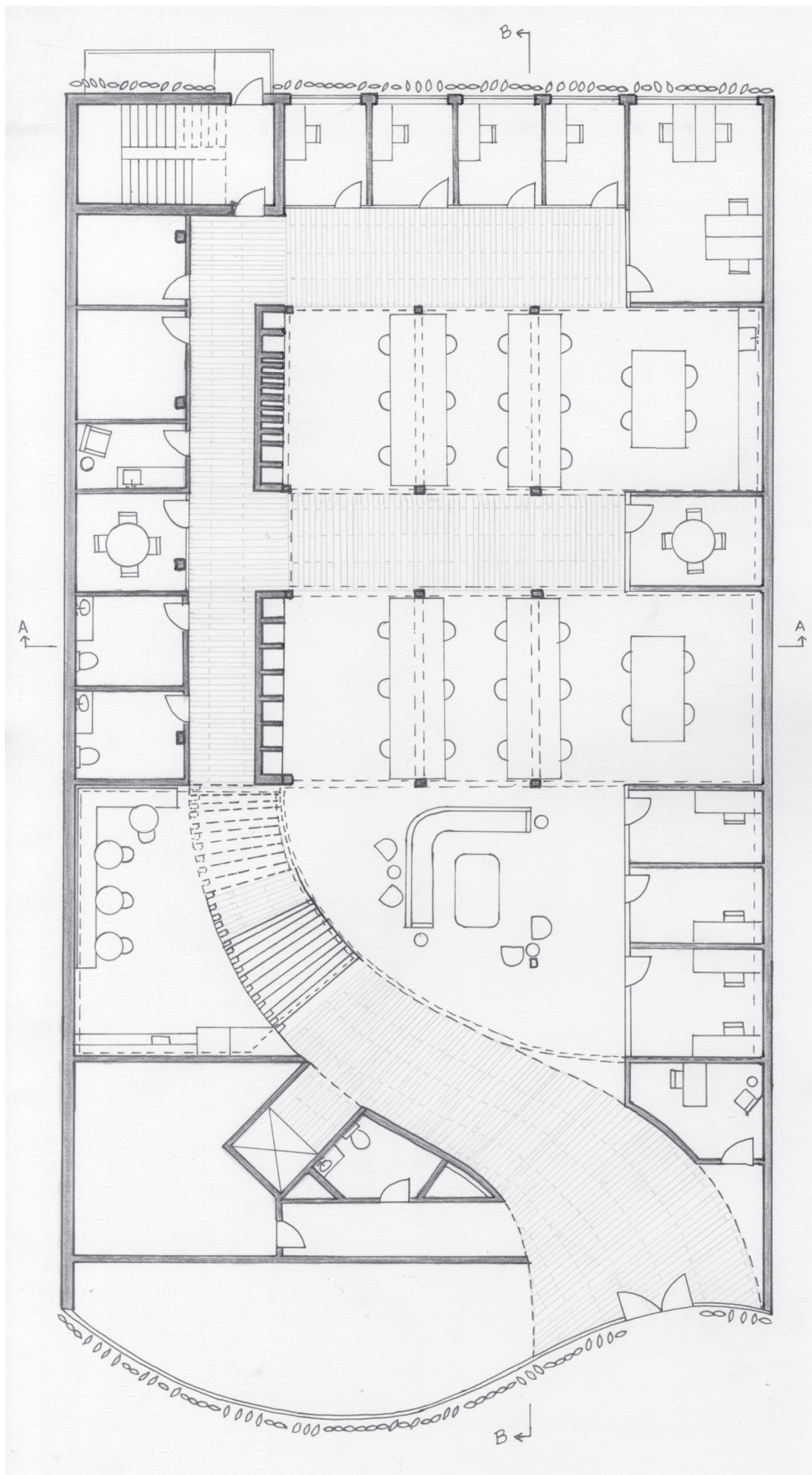


FIG. 19

Emma Cantor design  
rendering



## **Conclusion**

The city of Springfield would like to increase opportunities for new businesses and entrepreneurs by creating coworking spaces. Coworking spaces allow businesses and creative ideas to develop through networking, collaboration, and peer-to-peer connection. These spaces allow for individual ideas to grow while removing the potential stress of a controlled office environment.

The City asked students to redesign an existing building into a coworking space that could serve local businesses and entrepreneurs. Students met with city staff who shared design ideas and goals for the space. Students also surveyed potential clients to better understand their goals and visited coworking spaces in Portland, Oregon to learn what a successful coworking space looks like and how it functions. Students then developed program requirements to be utilized across each of their individual designs. These requirements adhered to common recommendations for the coworking space. Common recommendations included:

- Creating an accessible space for local residents that encouraged productivity and innovation
- Ensuring user accessibility for all races, genders, sexualities, classes, and lifestyles
- Creating a space useable by different types of professionals
- Encouraging collaboration to further productivity within the space
- Creating an aesthetic workspace reflective of the nearby natural environment
- Utilizing local, reusable resources to keep costs low and promote environmentalism
- Creating an enticing design to increase foot traffic and encourage use of the space, which in turn would keep businesses profitable and sustainable.

After establishing these commonalities and continuing their research, students created three typologies for the coworking space aimed at different groups. Each typology had its own set of design goals which students focused on. Students working on the Commonfield typology emphasized proper daylight allocation, hot desking areas, and the inclusion of a coffee shop. Students designing the Hatch typology included multipurpose rooms that catered to both parents and children, a children's play area, and noise control between workspaces and children's areas. Students designing the Creatives typology included studio spaces instead of typical hot desking areas, creative individual spaces for different creative professionals, and

a gallery space for showcasing work. These individual typology designs all functioned within the overarching programmatic goals for the coworking space design.

Following the exploration of the three programs for coworking spaces, the program that would best suit the city of Springfield is the CommonField design program. The City's current demographic of entrepreneurs and small business owners looking to start or further develop their own businesses makes CommonField the most viable

option. Entrepreneurs require common meeting spaces and individual work spaces, which can be accommodated in a start-up focused coworking building. The other two program options could be suitable options for the City, however users that would be inclined to bring children to the workplace or showcase their artwork are far fewer than those working on start-up businesses. Therefore, of the three coworking design programs, CommonField would benefit the city of Springfield the most.

# Appendix A

CommonField Program



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# CommonField

A CoWorking space for Startups & Small Businesses

Aubrey Timmons, Madison Drozd, Mayberlin Felix, Sedonah Breech, Sruthi Sundaresan  
Studio 484 // Solmaz Mohammadzadeh Kive

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# Table of Contents

## Site

Analysis\_\_\_\_\_4

Site Plan\_\_\_\_\_7

## Codes

Egress, Universal Design\_\_\_\_\_8

Wellness\_\_\_\_\_10

## Program

Intent\_\_\_\_\_11

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# Table of Contents

Objectives\_\_\_\_\_12

Design Goal Precedents\_\_\_\_\_13

Program Overview \_\_\_\_\_16

Space Allocation\_\_\_\_\_17

Expanded Program \_\_\_\_\_18

## Zoning

Overview\_\_\_\_\_28

Adjacency Case Studies\_\_\_\_\_30

# Program Overview

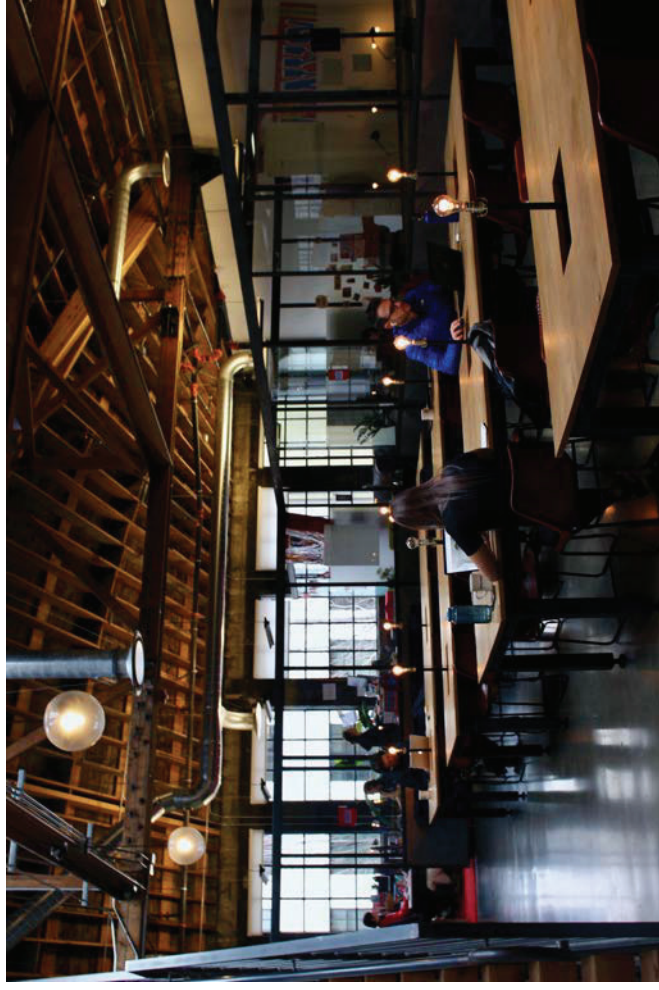
Area Description	Square Footage	Occupant	Space Breakdown
Multipurpose Room	1,000	75	Classroom, Networking Space, etc
Closed Office Space	2,520	65-100	-One 8-10 person office: 400 sq ft -Eight 4-6 person office: 400 sq ft - Four 1-2 person Offices: 200 sq ft
Lounge	600	25	Seating Area: 300 sq/ft Kitchen 300 sq/ft
Lobby	500	15	Reception Desk: 100 sq/ft
Conference Room	900	30	One 8-10 person conference room: 500 sq/ft One 20 person Conference room: 400 sq/ft
Open Space	1,500	45	Hotdesk Area: 25 seats
Restrooms	450	6	2 ADA, One womens one men two stall each
Bike Storage	200	20	
Coffee Shop	250	15	
Staff Office	100	3	
Storage	100	2	
Mail Room	100	5	
Wellness	70	1	Mother's Room, Rest Room
Phone Rooms	20	1	
Print Room	70	2	



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# Program Design Intent

The problem of **138 Main** is that of the original design goals and their intensive redesigns. These changes left the space somewhat unusable, lacking in vision and organization, for the population of Springfield. This problem has affected the surrounding businesses in the downtown area by limiting the potential for growth and a stronger built environment. A successful solution would provide a welcoming and flexible space that brings social activity to Main st. while also providing an enjoyable atmosphere for the local population to work in a positive collaboration based CoWorking habitat.



## Goal:

To create a space for start-ups and small businesses to build their ideas and have a stable location to work and collaborate.

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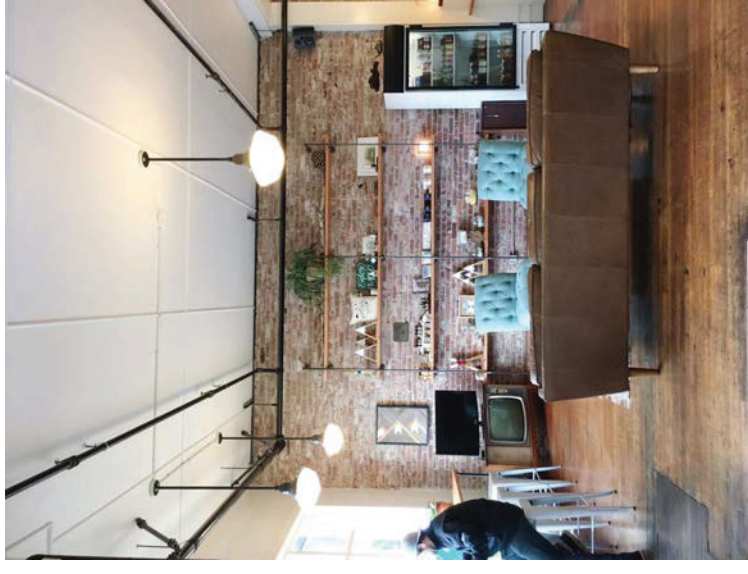
# Program Objectives

## Challenges:

- Space allocation and structure usability
- Lighting access and wayfinding ease
- The unpredictability of Springfield demographics and the potential for an unsuccessful Coworking business

## Objectives:

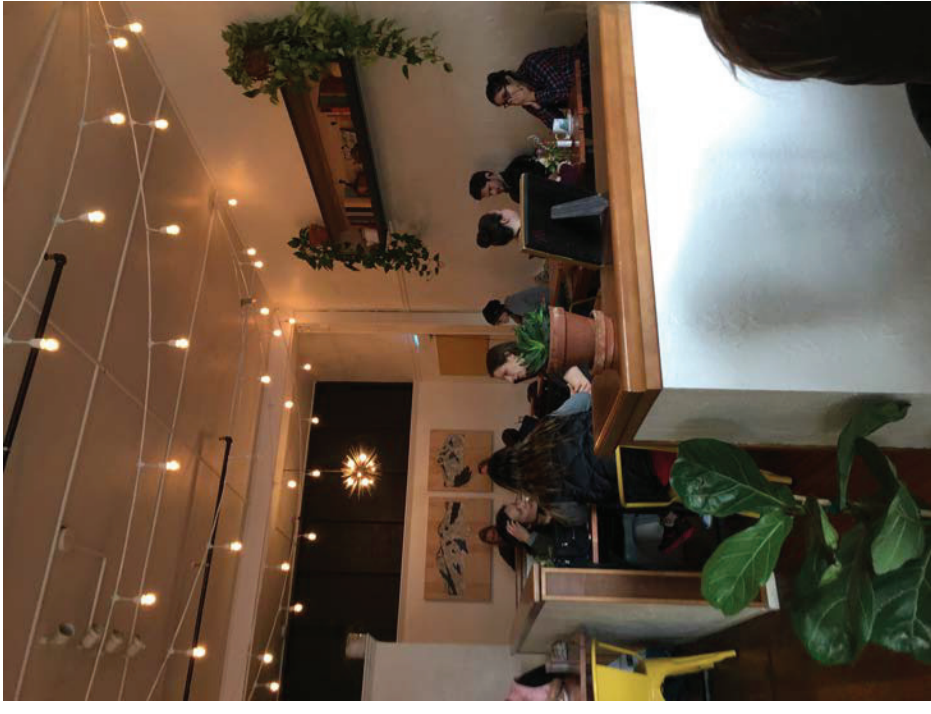
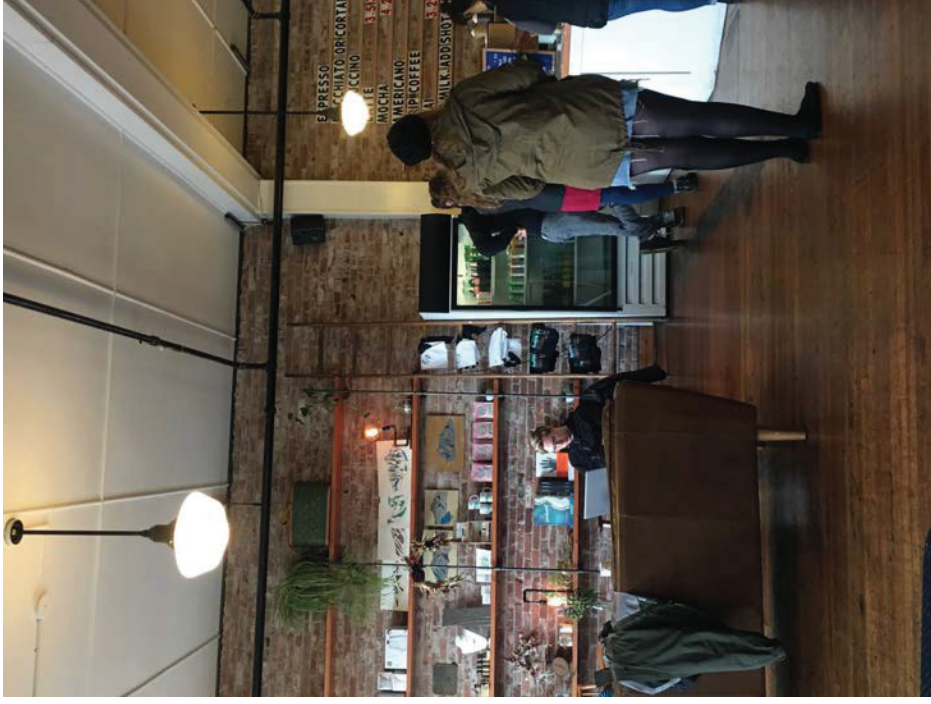
- Support the “get it done” mindset of Springfield by providing an easy and flexible space
- Create an inclusive and flexible environment for the people of Springfield to collaborate and work productively
- Give the user an aesthetically pleasing and non-intimidating environment to work
- Use local materials and resources to reduce cost and build a quality CoWorking atmosphere
- Gain enough foot traffic and users so that the business can become operationally profitable (an indirect measure of efficiency)



# Design Goal Precedents:

## Washburne Café

- Natural Light
- Comfortable and welcoming
- High ceilings
- Partitions creating privacy
- Open spaces, yet designated with furnishings

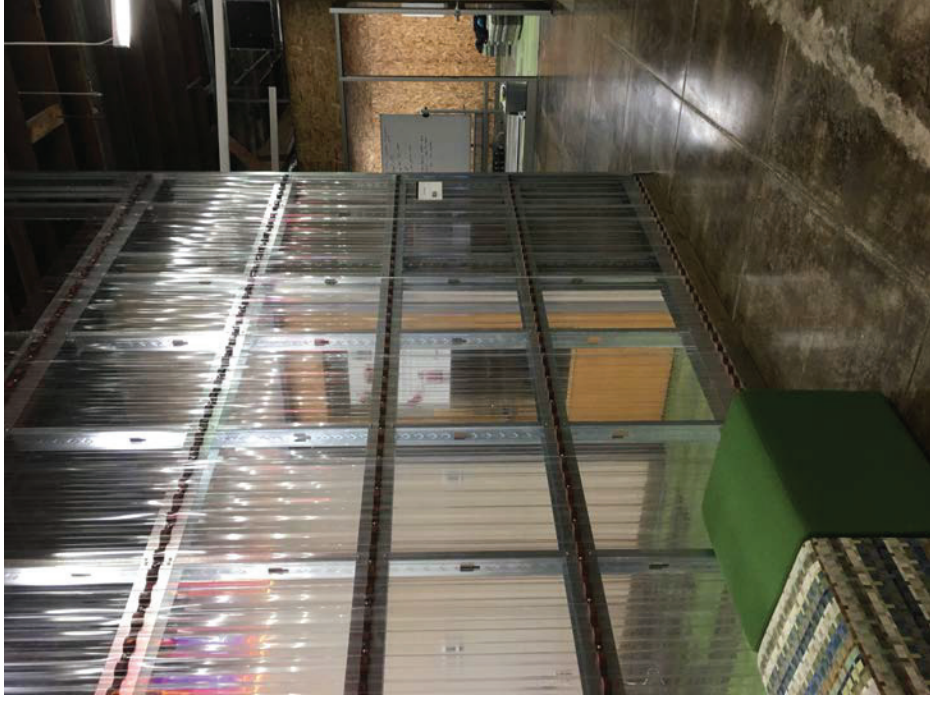
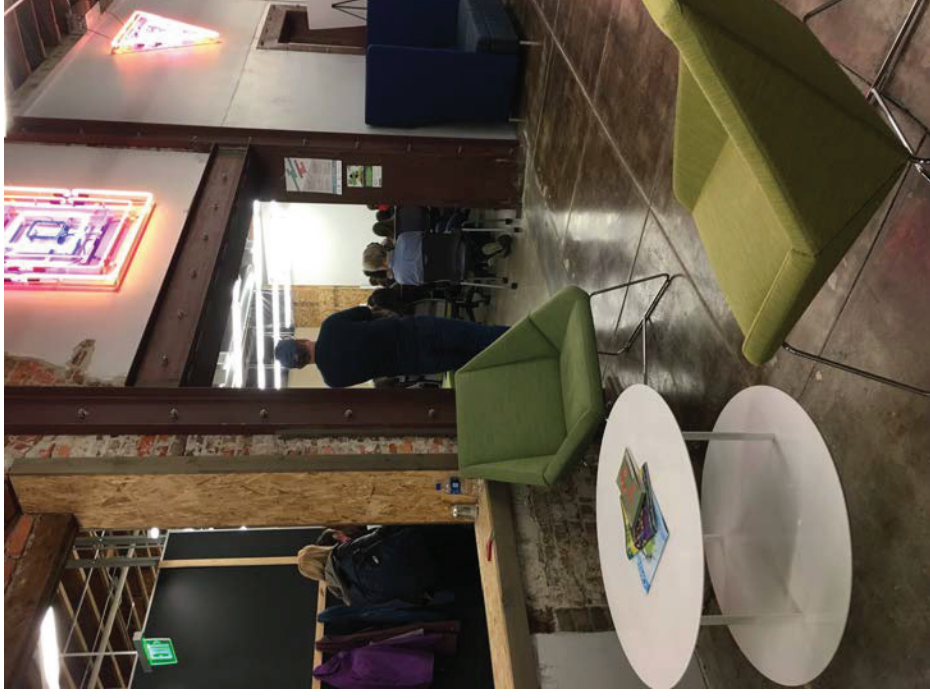




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## 942 Olive- Eugene Office Space

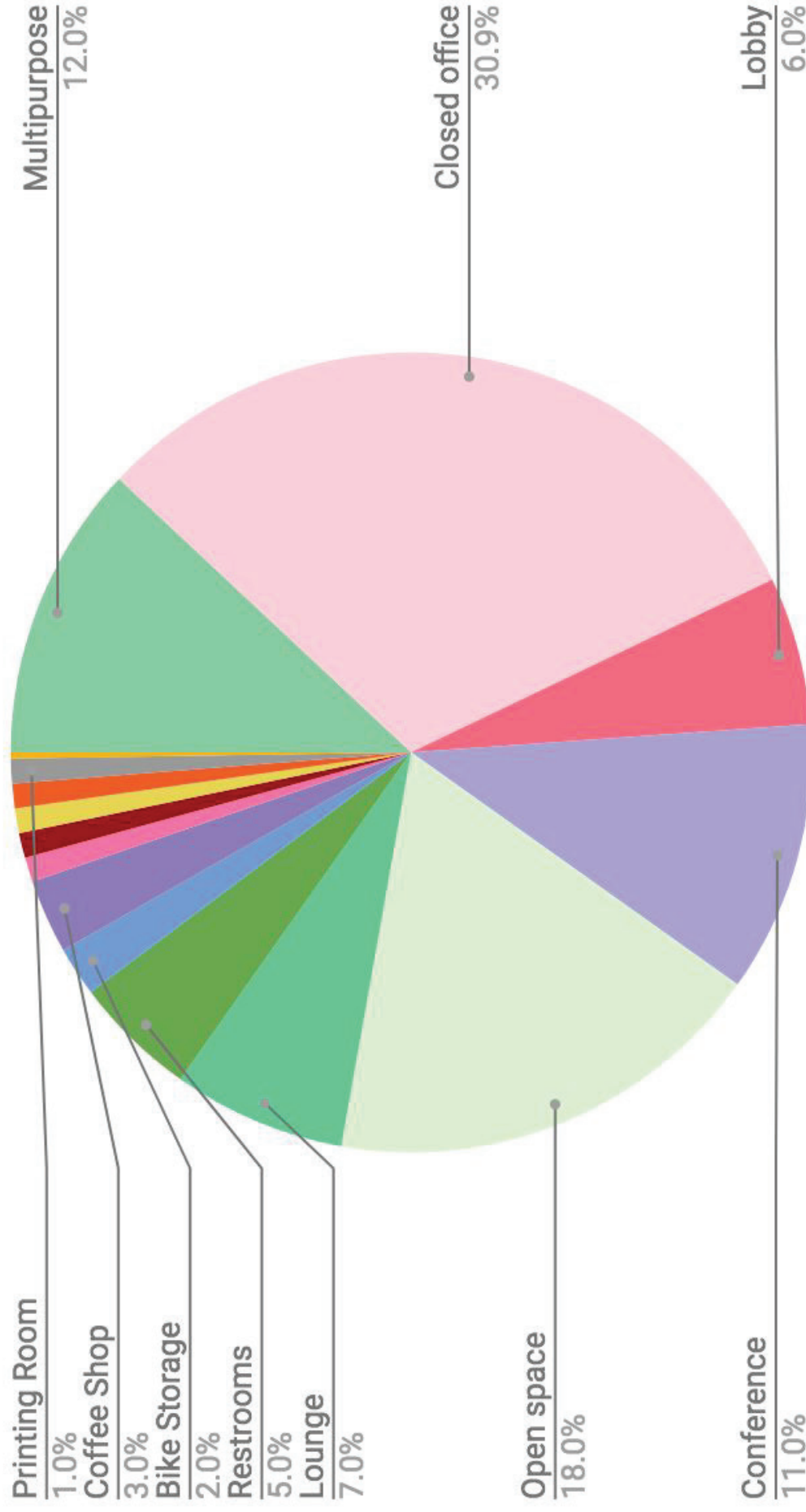
- Large event space
- Separation for conference rooms
- Surface for drawing/writing
- Exposed ceiling
- Cohesive color scheme or design elements



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# Program Space Allocation (within 8220 total)

*percentage of space within entire building*



---

# Expanded Program

## Lobby (500 s.f.)

- This space is composed of the main entrance point and is the first impression a visitor has on the space. It should provide adequate seating for a waiting area and seating that transitions into an open community space. The lobby should also have views of the overall building for intrigue, wayfinding, and lighting elements.  
Occupants: 1-15 people

- *Furniture & Equipment:*

- Utilize adaptable furnishings, ex. standing desk
- Have variety in spaces with shelving as partitions and couches for community seating
- Should have many seating areas for a variety of users
- Large tables and small desks should be visible or usable from this area
- Alcoves such as booth seating arrangements
- Computer access and lighting fixtures in dim lit spaces

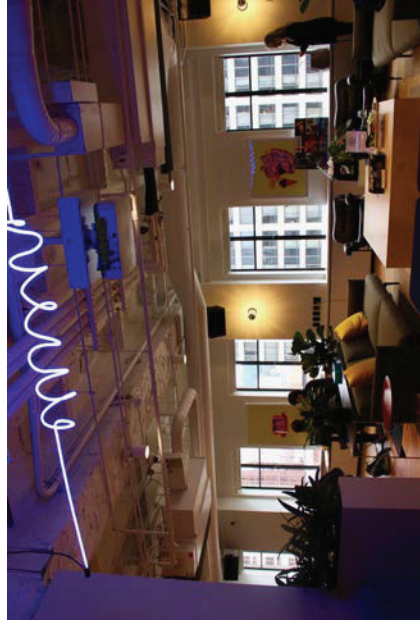
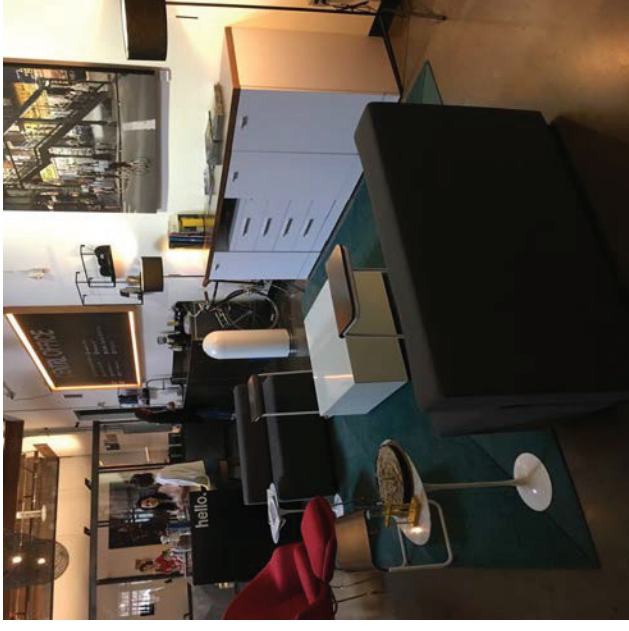
- *Illumination:*

- View of larger spaces and open concept
- Use natural light and light toned decor to reflect light in darker corners
- View of inviting spaces when entering, create intrigue
- View of coffee shop or area of social interaction
- Provide floor plan and wayfinding for users in lobby area
- Have view of light well for visual depth and outdoor connected space within enclosed space

- *Acoustics:*

- Have minimal sound in public space (respect the space)
- Conversation and average noise levels are encouraged
- Add more carpeting or layering for sound rendition
- In communal space, have ambient music or white noise, allow private spaces complete silence





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# Expanded Program

## **Bike Storage (200 s.f.)**

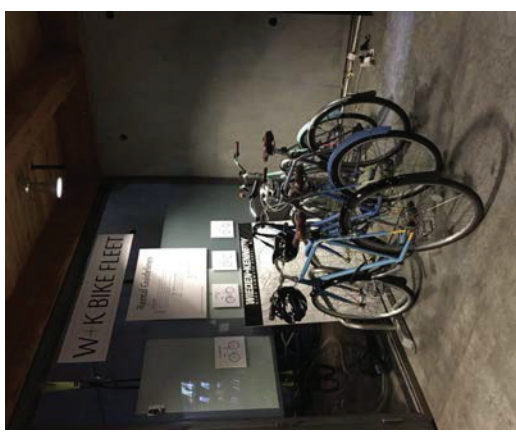
- Easily accessible hooks, racks, or railings that provide space for employees to keep their bikes while working.
- Occupants: max of 15 bikes

### *Furniture & Equipment:*

- Bike hooks
- Bike racks
- Lighting

### *Illumination/Views:*

- Needs to be located near door
- In precedents, located near lobby
- Could also be closer to a side or back door
- Normally located in a hallway with limited view into main office spaces
- More spotlight spaces instead of flood light
- Example: (right) - Ankrom Moisan firm, bike storage
- If located near back of building, better lighting for safety would be desirable





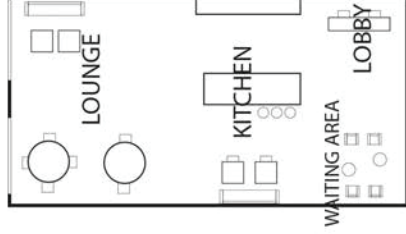
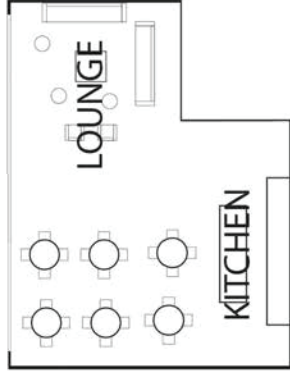
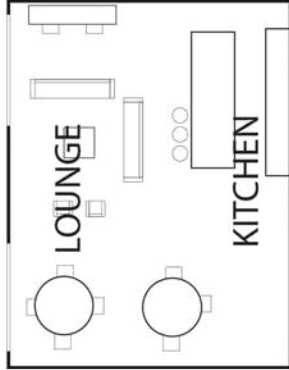
# Expanded Program

## Open Spaces ( 1500 s.f.)

- This space is mainly the biggest space in a coworking space. Once you enter the room is usually located after the lobby. Open spaces are used for customers to relax while working on their equipment.

### Furniture & Equipment

- Couches
- Variety sizes of tables
- Chairs
- T.V
- Decorations (plants, art work, pillows, )



WeWork

Wieden & Kennedy

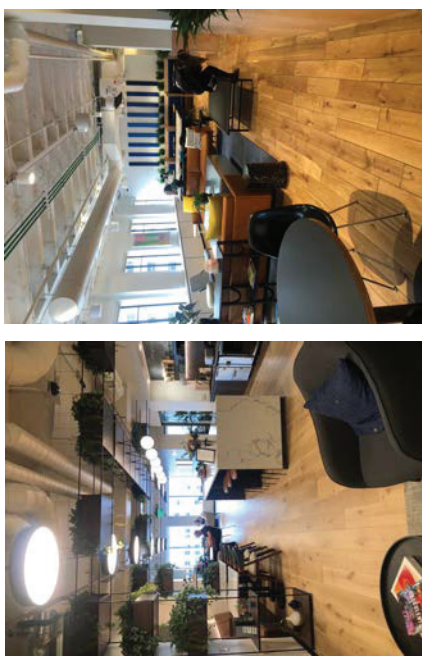
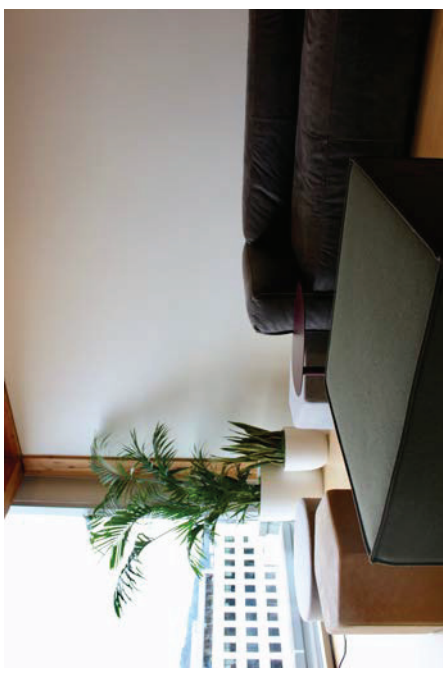
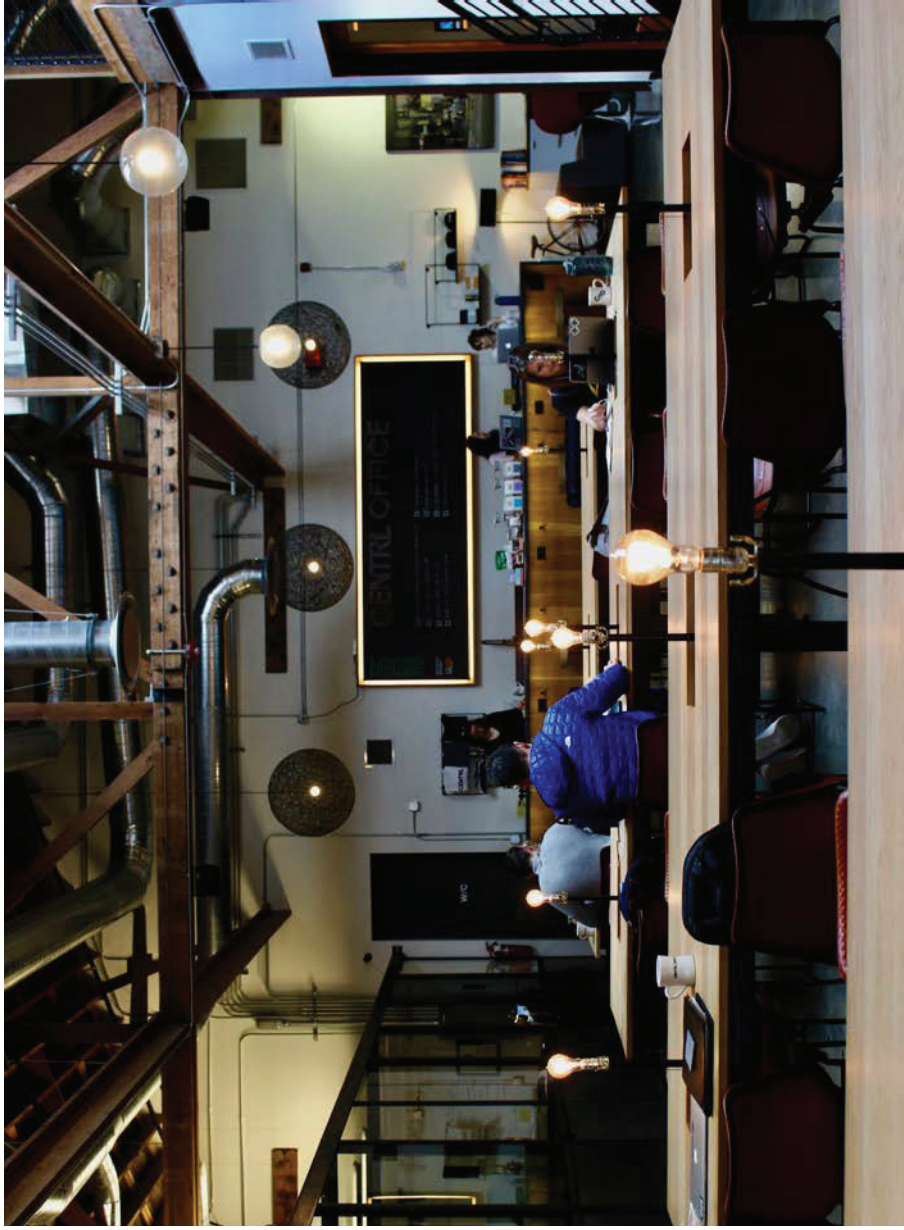
Industrious

### Illumination:

- Because of the large size of this space, they are usually arranged close to windows for natural light to travel through the space
- Artificial light is used as well for decorations, and to keep the light constant throughout the space
- It's always recommended to have open spaces next to main doors for lighting and views as well

### Acoustics:

- Open spaces are meant to be loud areas
- Hot desks are mainly used with music throughout the room
- A space where people meet during lunch and breaks to have conversations



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# Expanded Program

## Closed Spaces (2520 s.f.)

- This space is comprised of various closed spaces found in a coworking space such as conference rooms, private offices, private work rooms, and soundproof booths.

### *Furniture & Equipment:*

- standing desk, desk chairs,
- small desks inside soundproof booths with a chair inside
- conference room tables
- Flat Screen and Projector
- round table with comfortable seating for smaller meeting rooms

### *Illumination:*

- artificial lighting if rooms are located in centralized area of the space
- exterior lighting from corner rooms
- secondary natural light on interior rooms with hallway in between exterior rooms with windows
- views of surrounding rooms because of glass partitions -- allows for the feeling of shared space

### *Acoustics:*

- Soundproofing is a necessity for all closed spaces
- Quiet music in communal spaces to create comfort for conversations and ambiance

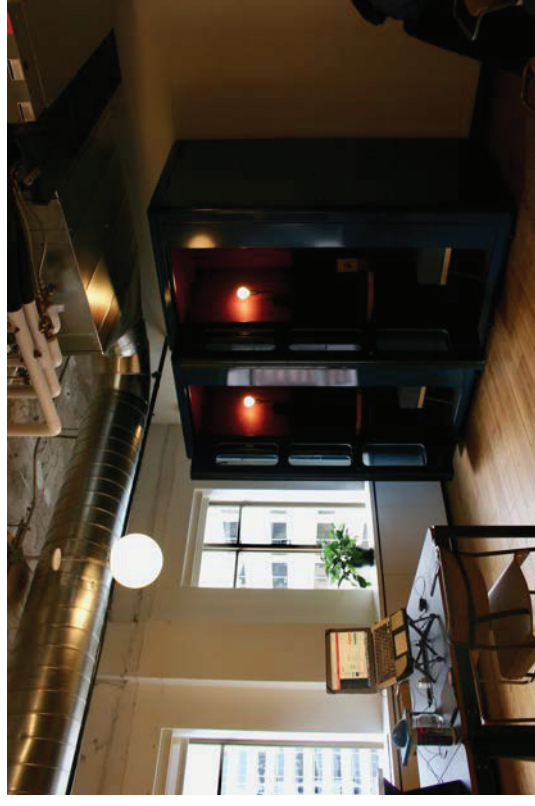


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# Expanded Program- Applicable Zoning Concepts

## Privacy

- **Private Rooms** are one of the more important aspects of privacy in a coworking space. They provide multiple intended uses, mainly being a space where people can step away to work on their own projects and business without the distraction or attention of others in the coworking space
  - Can be of various sizes to accommodate different occupancies such as 1-2 people in a room, 4-6 people, or even 8-10.
- **Telephone Booths** were a commonality among all the visited coworking spaces and is essential in any common workspace in respect to others privacy and keeping a semi-professional working environment by taking phone calls and video meetings in a private, sound proof space



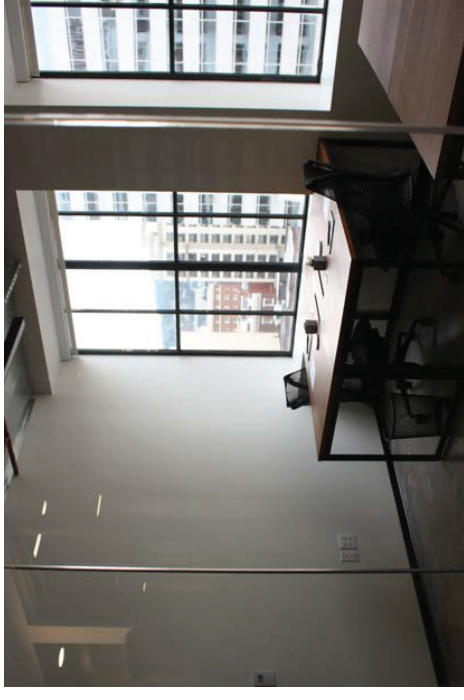


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# Expanded Program

## Shared Space/Common Area

- **Lounge Seating** is the in-between of communicating spaces between people because it brings a sense of comfort in an area
- **Lobby** can act as a greeting space for users, guests, as well as a social area
- **Kitchen/Dining** areas allow people to come together in a common space and interact with one another, a hub for all users of the space to mingle and network with others
- **Open Tables** are a first come first serve seating space that is temporary, shared with everyone in coworking space
- **Personal Desks/Rooms** have rentable desks for each individual that is surrounding with others in a similar space. Designed in a large space for cubicle like layout.
- **Computer Areas** can be helpful for those who rely on heavy duty technology for their businesses and need a larger set up than just a laptop



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# Program Distribution

## Shared Space/Common Area

- **Storage** is a necessity in various parts of a building because of the multiple uses of a space require storage for furniture, food, and other unused items
- **Bike Storage** is an important addition to any building that is set in an urban environment where biking culture is prominent and therefore a secured bike storage allows those using the space the ease of biking and access to safe storage.
- **Staff Rooms** can be smaller in size but necessary for those that are running the space or maintain the space as they are not paying to use the actual working spaces, they require a separate room away from the activity
- **Mail Room** is necessary for those working to have access to package delivery in a secured location as well as having a mailing address for their individual purposes. The mail room needs to be able to have enough mailboxes, a larger area for package storage and delivery as well as a decent amount of room for office supply storage and ease of access to those using the coworking space
- **Printing Rooms** can be separate or attached to the mail room as the services or supplies are for similar uses. It can also be located in an alcove in the middle of the work space for ease of access, though noise and foot traffic in that situation is something that needs to be programmatically appropriate
- **Cafe/Coffee Shop** is a useful addition to allow start up businesses in the food industry, most commonly coffee shops and small cafe's, to bring another community area in the space. It serves as an in between space of work and socialization.

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# Program Distribution

## Team Spaces/Collaborative

- **Conference Rooms** are a vital connection between privacy and shared space and can be designated in any part of the building at any size, most often large rooms.
  - Best zoned in either corners of buildings or a central location. If located in an area of the space with more traffic and noise levels that can carry, it is best to have it soundproofed. Hence why corners or quieter parts of the program are best for these spaces for the best possible privacy and soundproof but also accessible enough in any part of the space.
  - If located towards the sides of the space, the back or in a corner, the walls are often a good sound proofing attribute to the room.
  - Centralized conference rooms that have glazing as the partition between the room and public space, the ceilings and flooring need to be more soundproofed to contain sound, or using sound proofing glass materials
- **Private Rooms** - private room with 4-6 tables. Rooms can be rented out for individual businesses with smaller employee ratio.
  - Can also be categorized as a private space because of its uses.
  - Rooms come in various sizes with 1-2 person rooms or private offices, 4-6 and larger rooms for expanding businesses but those are not common.

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# Zoning

## Team Spaces/Collaborative

- Closed Conference Rooms, Open Barrier Rooms with 8-10 people seating

## Shared/Common Space

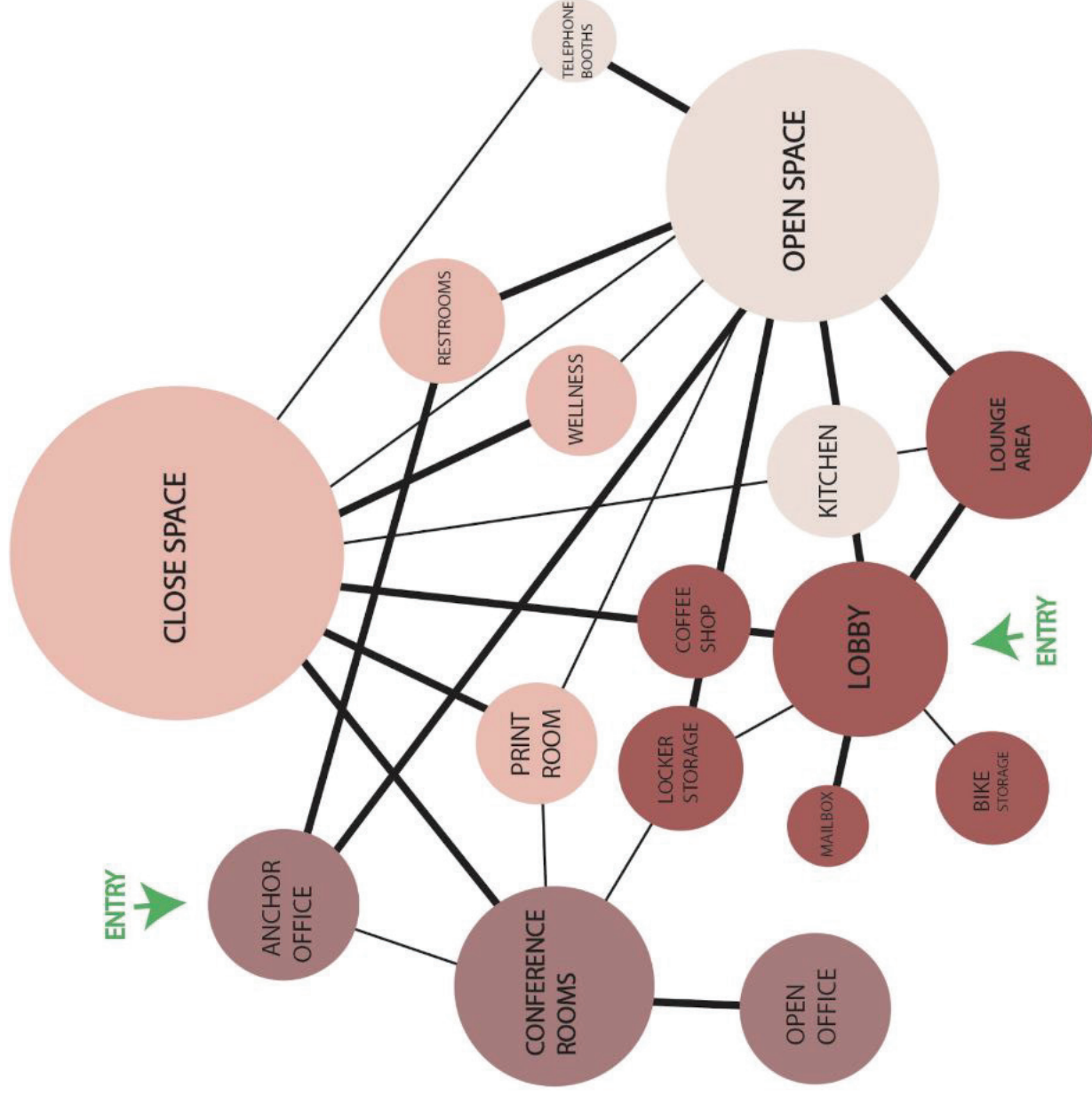
- Open Desk Area, Private Rooms on the side with open glazing, bathrooms, kitchenette, storage, 1-2 meeting rooms, cafe
- Mail Room, Main Kitchen, Storage Area, Lounge seating, Lobby

## Private Space

- Private Rooms, Conference Room, Kitchenette, Video/Telephone Booths, Small Open Desk Space Area



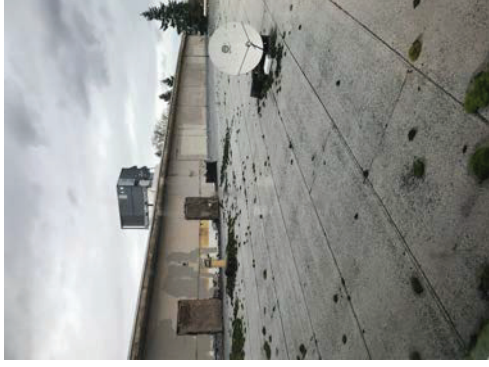
# Zoning



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# Site Analysis

138 Main Street

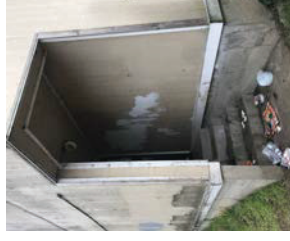


## Building History

- Building was bought with the intention to demolish it
- Building is being occupied rent free by a small business
- This building has been used for many different shops
  - Hair Salon
  - Karate Studio
  - Etc
- Building has been changed many time
  - Walls taken down and added
  - Plumbing has been added and extracted
  - New Electrical systems

## Building Requirements

- No ground work
- Zero Lot Line
- No windows along the side
- 2 stories is typical
- Staying the height it is currently
- Concerned with structural Issues
- No columns can be added
- Moisture is a concern and creating a moisture barrier



# Site Analysis

## Springfield History

Springfield Oregon is part of Lane County located south of the Willamette River. The history of this Small town started in 1848 when the Briggs family settled in 1848. The city was named after the spring located in a field close to the town. The economy of this town was weighted highly in the timber industry but now has evolved into many local business and startups. The city Holds many annual art events such as the Filbert Festival and the August summer celebration.

## Economic Demographic

Unemployment Rate:	• 6.3%	Poverty level	• 22.6%
Median Household income:	• \$39,670	National Poverty Level	• 15.1%



## City Demographic

### Age Range

Median Resident Age: 35 years old

Oregon Median Resident Age: 39 Years o

### Gender Ratio

Gender Ratio is 96 men to 100 women

## Cultural

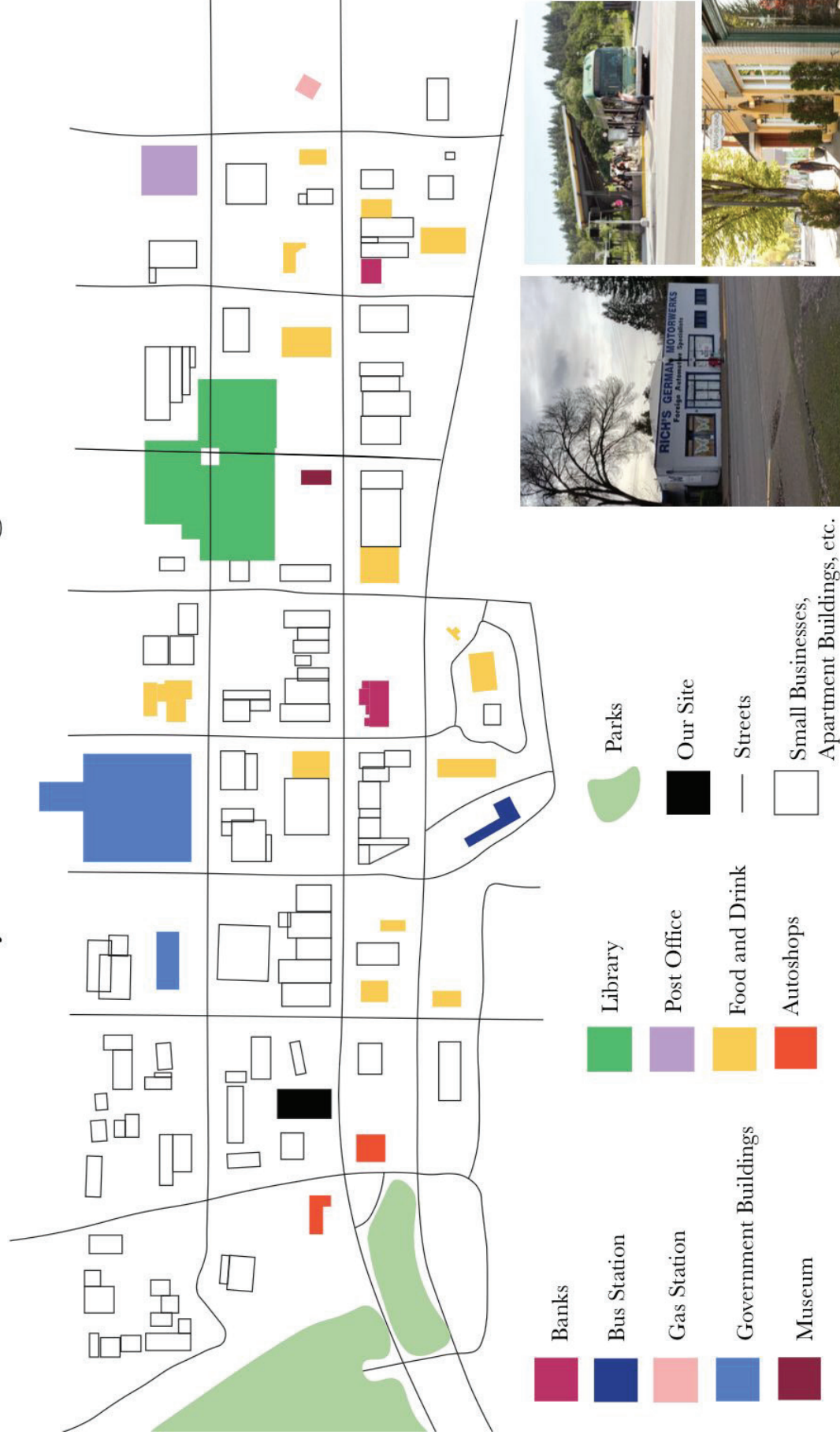
The population of Springfield



- 80.8% White,
- 12% Hispanic,
- 95.5% are U.S. citizens.

# Site Analysis

## Site Analysis: Surrounding Amenities





Lower Plan



Lower Plan



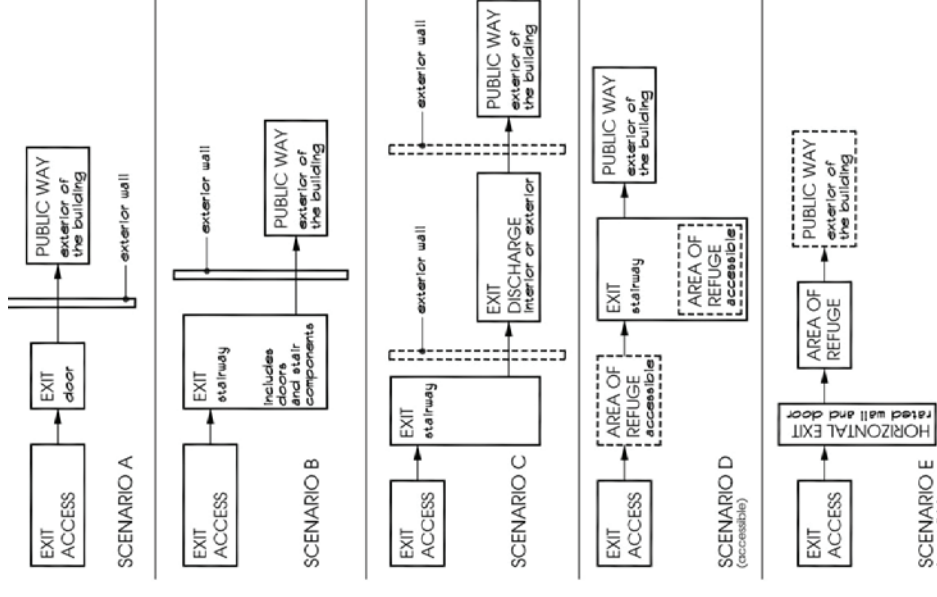
# Codes

## Egress Codes

**The simplest relationship is when the exit access leads directly to an exit that takes occupants out of the building**

- **Exit access:** The portion of a means of egress that leads to the entrance of an exit. It includes any room or space occupied by a person and any doorway, aisle, corridor, stair, or ramp traveled on the way to the exit.
- **Exit:** The portion of a means of egress that is fully enclosed and separated from other interior spaces by fire resistance-rated construction, and is between the exit access and the exit discharge or public way. It can be as basic as the exterior exit door or it can include enclosed stairways and ramps.
- **Public way:** The area outside a building between the exit discharge and a public street. Examples include an alley or a sidewalk. The area must have a minimum clear width and height of not less than 10 feet

- the codes require an egress door to be side-hinged and swinging
- In most cases, means of egress doors must swing in the direction of exit travel
- For *movable seating or furnishings*, such as between tables and chairs in a restaurant, the -minimum aisle width is typically 36 inches
- The number of exits is based on the occupant load of the space or building





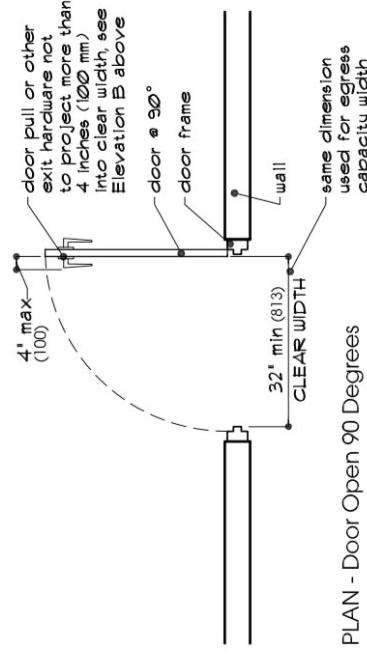
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# Codes

## Universal Design

### Employee Work Area Codes

- **203.9** Employee Work Areas. Although areas used exclusively by employees for work are not required to be fully accessible, consider designing such areas to include non-required turning spaces, and provide accessible elements whenever possible. Under the ADA, employees with disabilities are entitled to reasonable accommodations in the workplace;
- **06.2.2** Within a Site. At least one *accessible* route shall connect *accessible buildings, accessible facilities, accessible elements*, and *accessible spaces* that are on the same *site*.
- **206.2.3** Multi-Story Buildings and Facilities. At least one *accessible* route shall connect each story and *mezzanine* in multi-story *buildings* and *facilities*.
- **402.2** Components. *Accessible* routes shall consist of one or more of the following components: walking surfaces with a *running slope* not steeper than 1:20, doorways, *ramps, curb ramps* excluding the flared sides, elevators, and platform lifts
- **206.2.8** Employee Work Areas. *Common use circulation paths* within *employee work areas* shall comply with 402.
- **404.2** Manual Doors, Doorways, and Manual Gates. Manual doors and doorways and manual gates intended for user passage shall comply



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# Wellness Standards

## International WELL Building Standards

### **Air**

Clean air is a critical component to our health. Air pollution is the number one environmental cause of premature mortality, contributing to 50,000 premature deaths. American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE), which regularly updates its building handbook to include new techniques for enhancing air quality within buildings

### **Water**

Drinking water contamination is a major public health issue. WELL requires a broad initial assessment to evaluate a building's water source. From there, filtration can be installed to meet the thresholds required for each use. Buildings can continue to perform periodic testing to maintain quality water over time.

### **Nourishment**

A variety of social, economic, physiological and environmental factors can affect individual dietary behaviors; the built environment is one of them. Increased availability of healthy foods and reduced marketing and availability of unhealthy foods

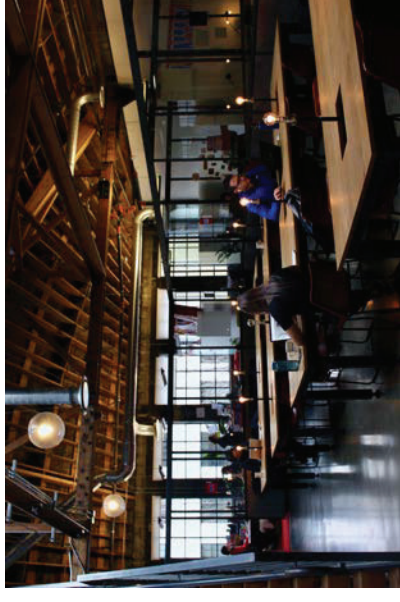
### **Light**

Current lighting codes and guidelines provide illuminance recommendations for different room types, derived from usual lighting requirements for typical activities per room. These standards, created by technical groups such as Illuminating Engineering Society (IES), ensure good visual acuity in a variety of tasks to avoid eyestrain and to minimize productivity losses and headaches.

# CASE STUDY

Centrl Office- Pearl

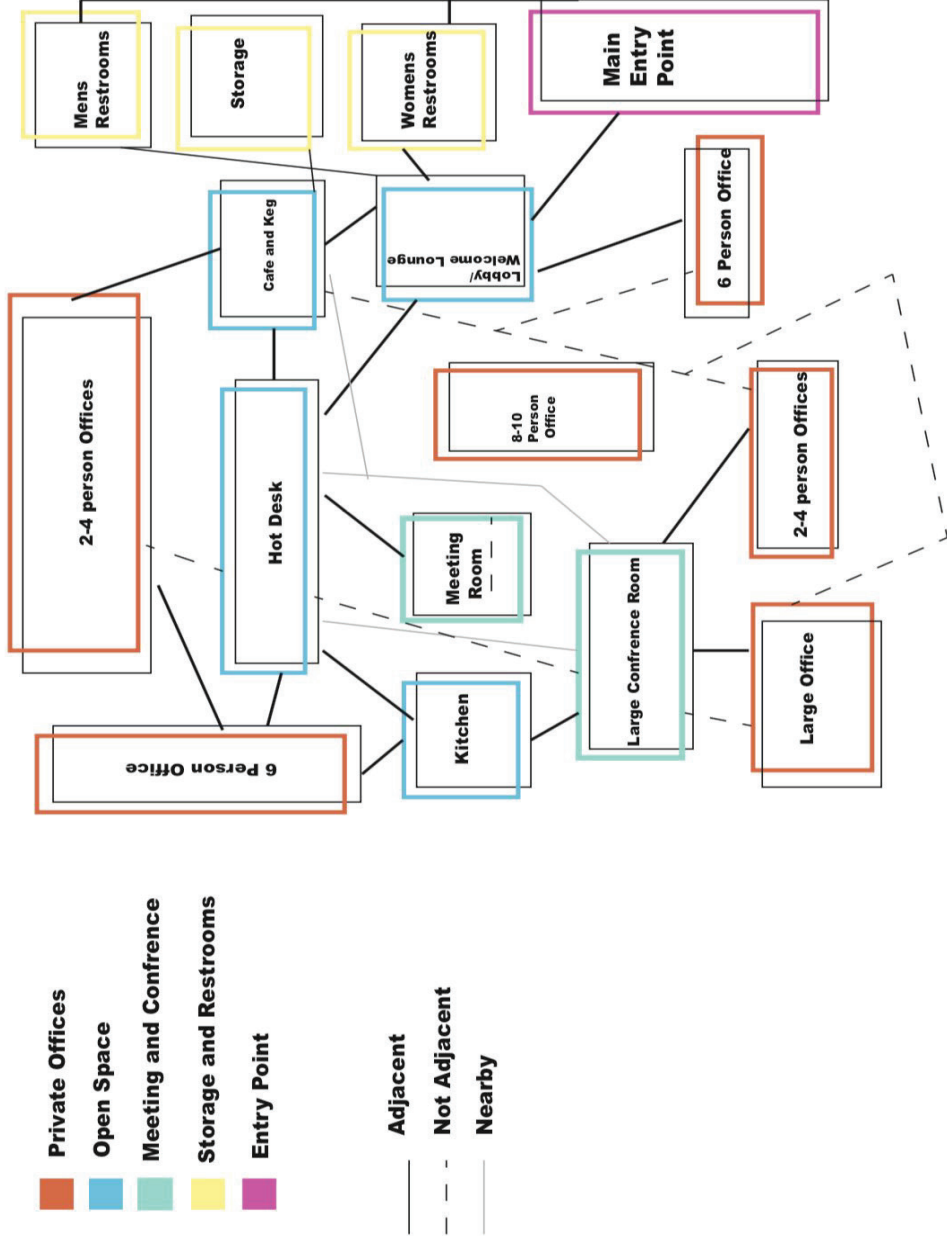
District



Elements to use: exposed structure, open desk space, natural lit office spaces, bar area

# Adjacency

## Centrl Office- Pearl District



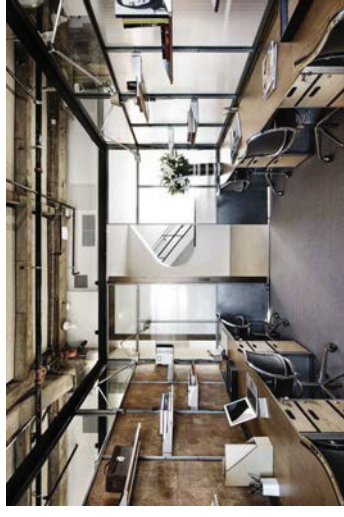


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# CASE STUDY NeueHouse-Hollywood, CA



“NeueHouse is a home for new ideas, people, conversations and experiences. A system designed to inspire”



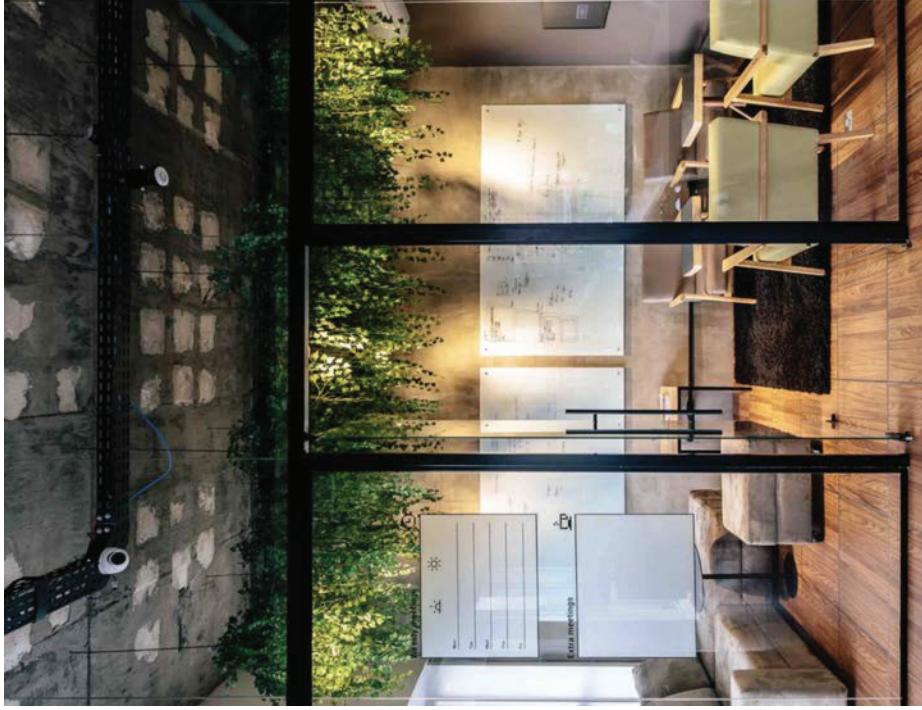


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# CASE STUDY

Mucca- Paraná, Brasil (2152 s.f.)

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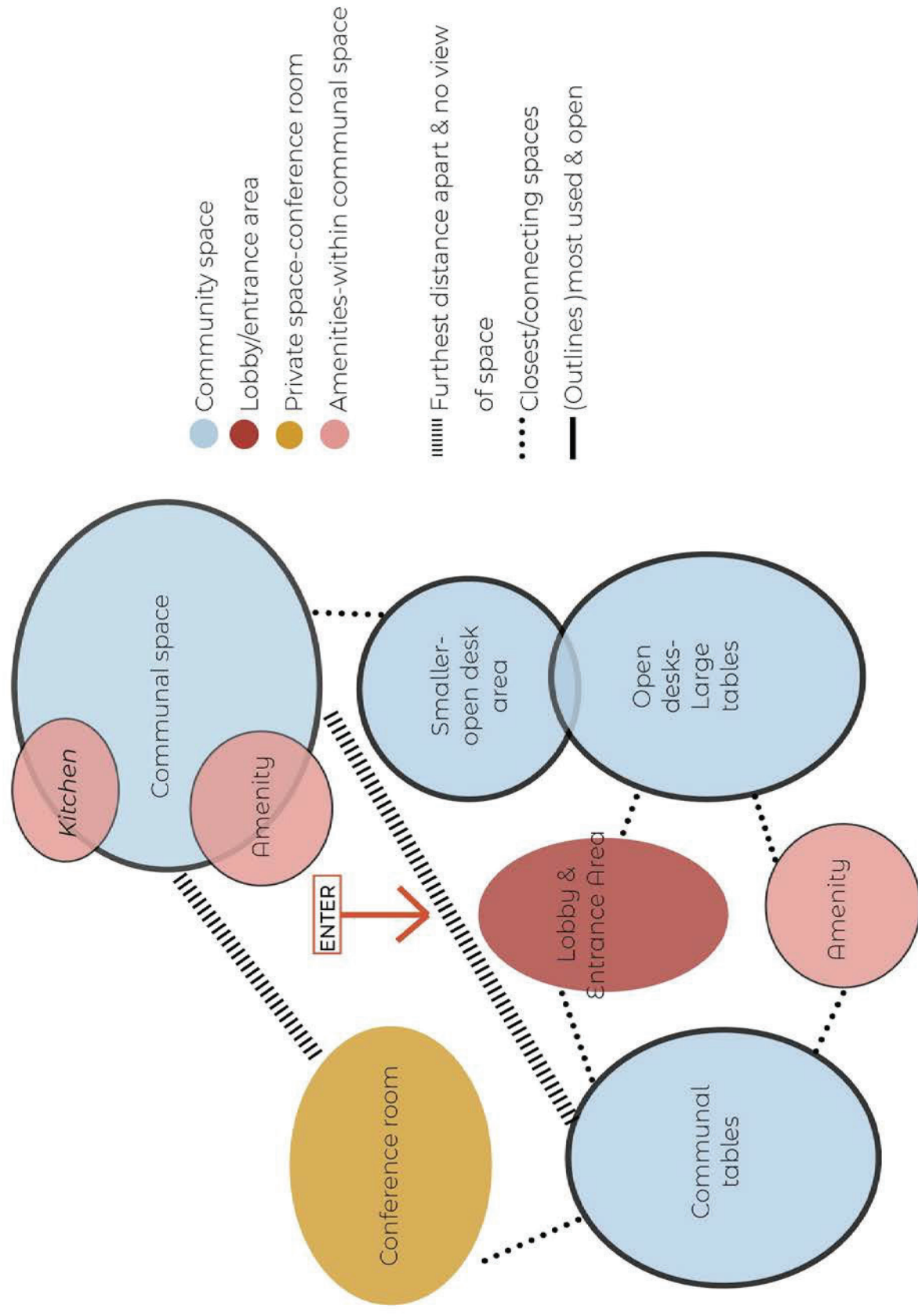


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Elements to use: Conference room events list, open visually but private, color scheme



# Adjacency



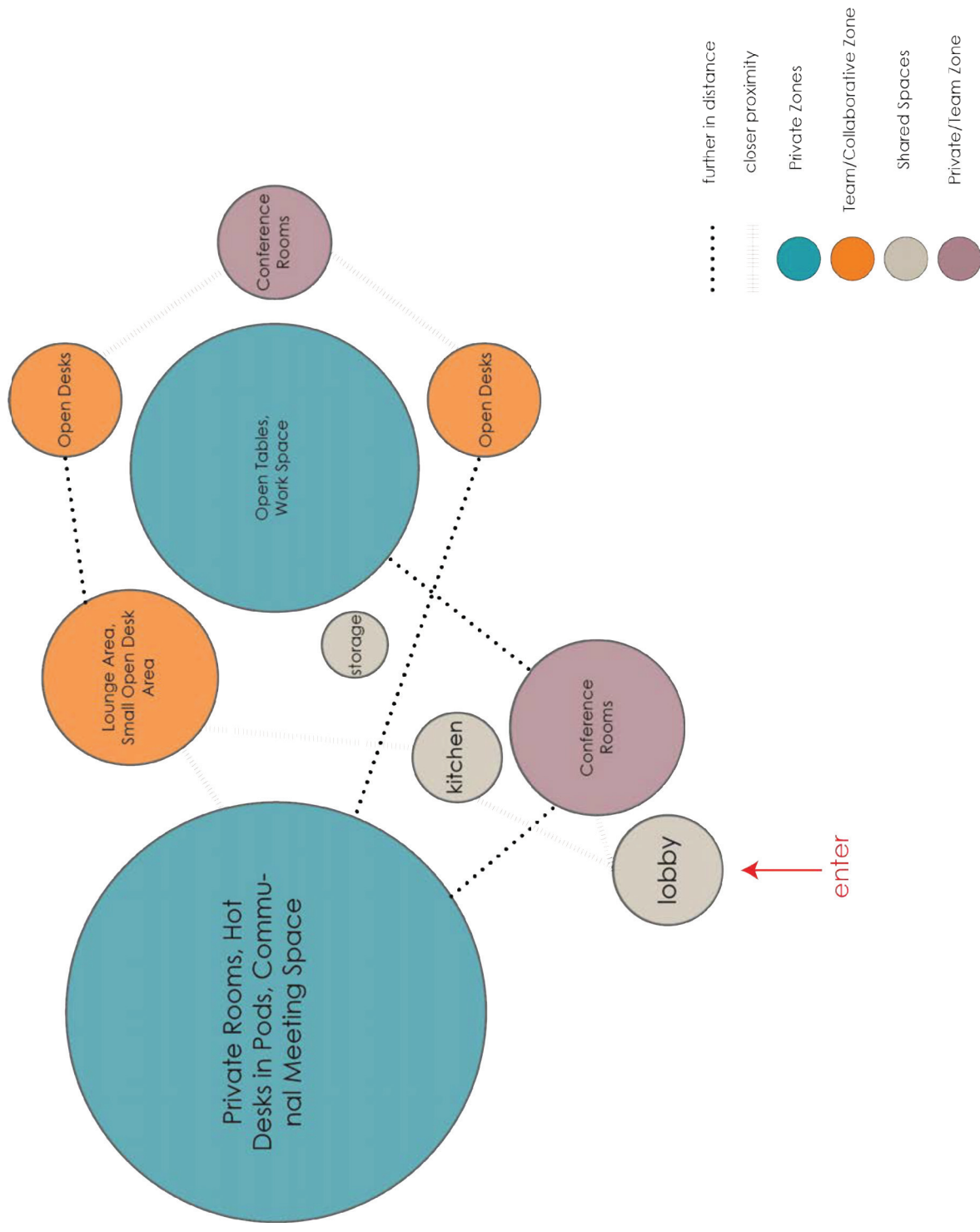
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# CASE STUDY

## TechSpace - New York City



# Adjacency





# Appendix B

## Hatch Program





# Hatch

A coworking space for the Springfield community with flexible spaces and hours where parents can integrate their child's day with their workday.

138 Main Street, Springfield, Oregon

Ashley Lowe Daniela Siu Lindsay Tyler Jasmine Vitale

IARCH 4/584 Working Together Apart

R5 // Program Synthesis

# Program Executive Summary

## Challenges

- Structure of existing building
- Spatial organization of existing building
- lack of natural light
- capped foundation

## Vision

A coworking space for the Springfield community with flexible spaces and hours where parents can integrate their child's day with their workday.

## Guiding Principles

- Natural light
- Accessibility
- Inviting spaces
- Child friendly
- Local materials

Area Description	Square Footage (sq. ft)	Space Breakdown
Large Flexible Open Work Spaces	2,380	<ul style="list-style-type: none"> <li>o Lobby: 780 sq. ft -<i>occupancy</i></li> <li>o Lounge: 300 sq. ft -<i>occupancy 10-15 ppl</i></li> <li>o Hot desks without kids: 500 sq. ft -<i>occupancy 20-25 ppl</i></li> <li>o Hot desks with kids: 500 sq. ft -<i>occupancy 20-25 ppl</i></li> <li>o Kitchen: 300 sq. ft -<i>occupancy 10-15 ppl</i></li> </ul>
Private Work Space	2,980	<ul style="list-style-type: none"> <li>o One 8-10 person office: 400 sq. ft</li> <li>o Six-eight 4-6 person offices: 240 sq. ft each (1,440-1,920 sq. ft total)</li> <li>o Four 1-2 person offices: 100 sq. ft each (400 sq. ft total)</li> <li>o One large multipurpose conference room: 620 sq. ft -<i>occupancy 30-35 ppl</i></li> <li>o Four- six phone booths: 17.5 sq. ft each (70-105 sq. ft total)</li> <li>o One nursing room: 50 sq. ft -<i>occupancy 1-2 ppl</i></li> </ul>
Support and Staff Areas	1,025	<ul style="list-style-type: none"> <li>o Staff room: 250 sq. ft -<i>occupancy 4-6 ppl</i></li> <li>o Bike storage for 20 bikes: 200 sq. ft</li> <li>o Storage room: 100 sq. ft</li> <li>o Mail room: 50 sq. ft -<i>occupancy 2 ppl</i></li> <li>o Print room: 75 sq. ft -<i>occupancy 3 ppl</i></li> <li>o Lockers: 150 sq. ft</li> <li>o Four all gender restrooms: 50 sq. ft each (200 sq. ft total)</li> </ul>

**Detailed Program**

# Large Flexible Open Work Spaces

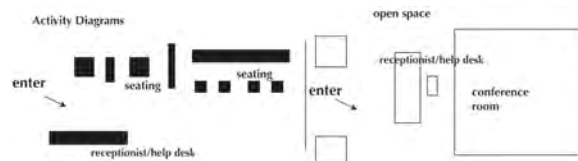
# Lobby

Square Footage **780 sf**

Occupants **20 ppl**



*Lobby space of Industrious Dallas*



## Description

Open and flexible space for registration desk or seating area for waiting or public working space. Can be seen from street view and acts as division between inside of CoWorking space and street activity.

Should be easy to identify and have helpful wayfinding devices or instructions. If a faculty member is not present a cafe worker or greeter should be present or nearby.

## Occupants / Activities

- Entrance/ orientation
- Socializing

## Furniture, Fixtures, Equipment

- Utilize adaptable furnishings, standing desk
- Have variety in spaces with shelving as partitions and couches for community seating
- Should have many seating areas for a variety of users
- Large tables and small desks should be visible or usable from this area
- Alcoves such as booth seating arrangements
- Computer access and lighting fixtures above cafe area

## Illumination

Should have natural light and a view of open spaces when entering

## Acoustics

In communal space, have ambiance music or white noise and additional carpeting or layering for sound rendition.



# Lounge

Square Footage **300 sf**

Occupants **10-15 ppl**



*A lounge area the displays a variety of seating and tables placed in a way to encourage natural interactions. -WeWork, N.J.*

## Occupants / Activities

- Relaxing
- Socializing
- Working

## Furniture, Fixtures, Equipment

- Couches
- Sofa Chairs
- Coffee Table
- Lamps

## Illumination

Medium lit area with lamps, pendant light, and natural light.

## Acoustics

Should have acoustical features to prevent other spaces from hearing the socializing noise.

## View Requirements

View to Kitchen

## Description

A less formal area that provides relaxation and comfort, but that also encourages people to mingle.

# Hot Desk

*(without children)*

Quantity **One**

Square Footage **500 sf**

Occupants **20-25 ppl**



A hot-desk area with adequate space, lighting, outlets, and a small barrier to indicate a separation of spaces while also allowing for conversation. -330 Park Street Collective, Melbourne

## Description

An area where there are hot desks and assigned desks for those who want to work in an open setting with opportunities to meet new people.

## Occupants / Activities

- Working
- Talking/Collaborating

## Furniture, Fixtures, Equipment

- Tables with outlets
- Some spaces with monitors/computers (locked in)
- Pendant lights/ desk lamps
- Locker shelf for assigned desks

## Illumination

Well lit area with natural light and fixtures

## Acoustics

Should have acoustical features to prevent other spaces from hearing conversations in the open area

## View Requirements

None

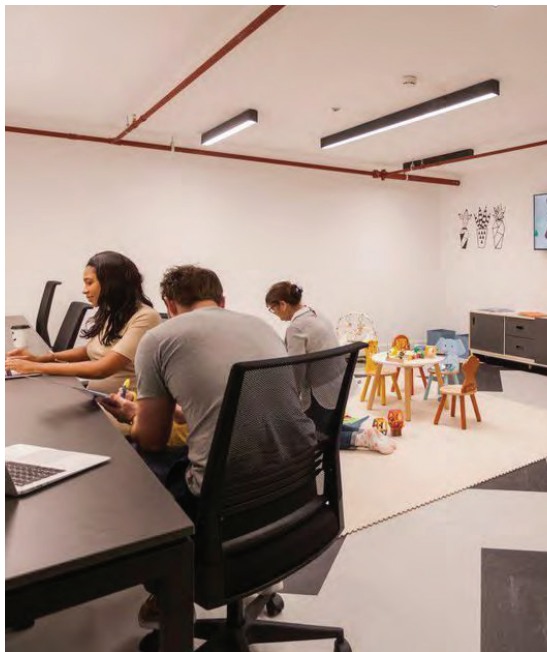
# Hot Desk

*(with children)*

Quantity **One**

Square Footage **500 sf**

Occupants **20-25 ppl**



*A hot desk area where parent with kids are able to come work while also letting their kids play in an enclosed safe environment.  
-Huckletree West Kids Studio, London*

## Description

An area with the same benefits as a regular hot desk area, but also allows parents who want to have extra space for their child to sit next to them or have a view of their children in the play area while also getting work done.

## Occupants / Activities

- Working
- Talking/Collaborating
- Watching kids

## Furniture, Fixtures, Equipment

- Tables with outlets
- Some spaces with monitors/computers (locked in)
- Pendant lights/ desk lamps
- Locker shelf for assigned desks
- Rug and some toys for kids to play with
- Closed off in order to ensure children safety

## Illumination

Well lit area with natural light and fixtures.

## Acoustics

Should have separation for acoustics due to children's noise.

## View Requirements

Clear sight to children play area.

# Kitchen

Quantity **One**

Square Footage **300 sf**

Occupants **10-15 ppl**



*WeWork's open kitchen including cooking amenities, bar seating, and small bistro tables.*

## Description

A place for coworkers to store food, prep meals, and a place to gather for meals.

## Occupants / Activities

- Storing, prepping, consuming food
- Socializing

## Furniture, Fixtures, Equipment

- Refrigerator
- Dishwasher
- Sink
- Drying rack
- Utensils: plates, silverware, mugs, glasses
- Cabinets (storage)
- Island w/ four bar height chairs
- Coffee maker
- Trash/recycling
- 4 small tables for two people

## Illumination

Well lit area with natural light and hanging light fixtures.

## Acoustics

Should have acoustical features to prevent other spaces from hearing the kitchen noise.

## View Requirements

View of lounge

**Detailed Program**

# Private Work Spaces



# Small Private Office

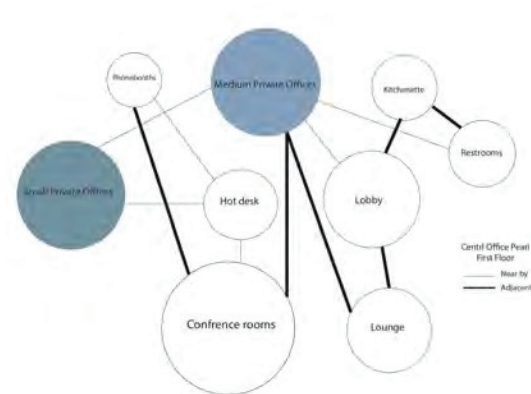
Quantity **Four**

Square Footage **100 sf each**

Occupants **1-2 ppl**



Double desk small private coworking office -WeWork Portland



Example of relationship between office spaces and other spaces.  
Adjacency Diagram of Centrl office pearl, Portland

## Description

Standalone private enclosed office space, perfect for small businesses. Space is open to a certain degree of interaction with each other, yet preferably having similar concentrations of work within the same location.

## Occupants / Activities

- Working
- Socializing/ Communication

## Furniture, Fixtures, Equipment

- Flexible use of furniture
  - Desk
  - Chair
  - Storage
- Ensure Wifi connection
- Outlet
- Preferred
  - Whiteboards
- Optional
  - Desk Lamp

## Illumination

General lighting provided within space. Optional: Glass walls provide excess light from space near office and task lighting provided within amenities.

## Acoustics

Enclosed space with walls or double paned glass walls provide sound absorbance. Optional: surrounding glass wall with closed or open roof depending on preference and location of office.

## View Requirements

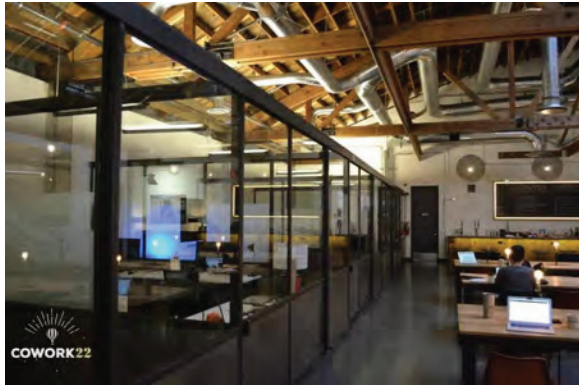
Transparent walls opens views towards surrounding such as other small or medium private offices

# Medium Private Office

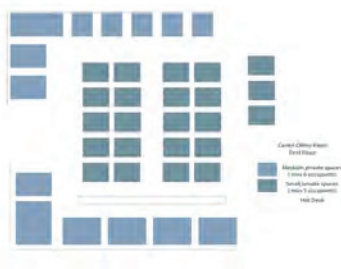
Quantity **Six- Eight**

Square Footage **240 sf each**

Occupants **20 ppl**



*Back to back clear semi glass walls create a barrier and sound absorbing through large communal areas and private office space.*



*Diagram of both Medium and Small Private Offices location  
-Centrl Office Pearl, Portland*

## Description

Standalone private enclosed office space, perfect for small businesses. Space is open to a certain degree of interaction with each other, yet preferably having similar concentrations of work within the same location.

## Occupants / Activities

- Working
- Socializing/ Communication

## Furniture, Fixtures, Equipment

- Flexible use of furniture
  - Desk
  - Chair
  - Storage
- Ensure Wifi connection
- Outlet
- Preferred
  - Whiteboards
- Optional
  - Desk Lamp

## Illumination

General lighting provided within space. Optional: Glass walls provide excess light from space near office and task lighting provided within amenities.

## Acoustics

Enclosed space with walls or double paned glass walls provide sound absorbance. Optional: surrounding glass wall with closed or open roof depending on preference and location of office.

## View Requirements

Transparent walls opens views towards surrounding such as other small or medium private offices.

# Large Private Office

Quantity **One**

Square Footage **400 sf**

Occupants **8-10 ppl**



*Large Coworking private office - WeWork N.Y.*

## Description

Enclosed private space for larger teams/ “anchor” businesses that are mainly located corners or outer ends of a building. Space is open to a certain degree of interaction with each other, yet preferably having similar concentrations of work within the same location.

## Occupants / Activities

- Working
- Socializing/ Communication
- Collaborating

## Furniture, Fixtures, Equipment

- Flexible use of furniture
  - Desk
  - Chair
  - Storage
- Ensure Wifi connection
- Outlet
- Preferred
  - Whiteboards
- Optional
  - Desk Lamp

## Illumination

General lighting provided within space. Optional: Glass walls provide excess light from space near office and task lighting provided within amenities.

## Acoustics

Enclosed space with walls or double paned glass walls provide sound absorbance. Optional: surrounding glass wall with closed or open roof depending on preference and location of office.

## View Requirements

Transparent walls opens views towards surrounding such as other small or medium private offices.

# Large Conference Room

Quantity **One**

Square Footage **620 sf**

Occupants **30-35 ppl**



*A meeting room that demonstrates a large amount of whiteboard space and a tv is a necessity of collaboration. -Barclaycard Office*

## Description

A room where 20 people are able to gather and successfully reach their goals for the meeting.

## Occupants / Activities

- Discussing
- Presenting
- Writing/ Brainstorming

## Furniture, Fixtures, Equipment

- Conference Table
- Office Chairs
- Whiteboard/Glass Space for Writing
- Large TV
- Polycom

## Illumination

Well lit but also able to turn lights down as one might wish to see screen better.

## Acoustics

Should have acoustical features to ensure privacy of conversations.

## View Requirements

None

# Phone Booth

Quantity: **4-6 booths**

Square Footage: **17.5 sq ft**

Occupants: **1 max**



*Multiple phone booths provide small individual space for privacy and quietness from communal spaces. -WeWork, Portland*

## Description

A individual enclosed private space that is sound absorbent and perfect opportunity to separate from communal locations. Perfect place for phone coverations, video chats, a focused oriented work space or place of relaxation. It is a first come first serve basis.

## Occupants / Activities

- Phone conversations/ video chat
- Quiet

## Furniture, Fixtures, Equipment

- Wayfinding sign notification to determine availability
- Chair
- Desk/table
- Optional supplies
  - Notepad, sticky notes, pens etc.
  - Landline/ office phone
- Ensure Wifi Connection
- Outlets

## Illumination

Ambient, task or fixture lighting located within. Otherwise, excess lighting received from outside spaces through transparent clear glass walls/door.

## Acoustics

Quiet destination with sound absorbing acoustic features and fixtures.

## View Requirements

Depending on the design this enclosed space contains only view through door.



# Nursing Room

Quantity **One**

Square Footage **50 sf**

Occupants **1-2 ppl**



*WeWork's comfortable and cozy nursing room.*

## Description

A space for nursing mothers.

## Occupants / Activities

- Nursing
- Changing diapers

## Furniture, Fixtures, Equipment

- Rocking chair
- Changing table
- Counter space
- Sink
- Small refrigerator

## Illumination

Well lit area with ceiling light fixtures.

## Security

Door with lockable handle from the inside.

## Acoustics

This space should have acoustical features to prevent other coworking spaces from hearing a baby crying and to keep coworking noise from waking sleeping babies who are inside the room.

## View Requirements

None

**Detailed Program**

# Support & Staff Areas

# Gender Neutral Restrooms

Quantity **Four (Two ADA, Two non ADA)**

Square Footage **50 sf each**

Occupants **1 person**



*Simple gender neutral restroom with all of the amenities.*

## Description

Rooms containing a toilet and sink. These rooms will also have a small storage bench for paper products and toiletry items. This bench will also serve as a place where you can place your bag if you need to change clothes.

## Occupants / Activities

- Using the restroom
- Washing your hands
- Changing clothes
- Changing diapers

## Furniture, Fixtures, Equipment

- Toilet
- Toilet paper holder
- Sink
- Paper towel holder
- Diaper changing station
- Storage bench
- Mirror
- Trash can

## Illumination

Well lit area with ceiling light fixtures.

## Security

Door with lockable handle from the inside.

## Acoustics

This space should have acoustical features to prevent other coworking spaces from hearing restroom noise.

## View Requirements

None

# Print Room

Quantity **One**

Square Footage **75 sf**

Occupants **2-3 ppl**

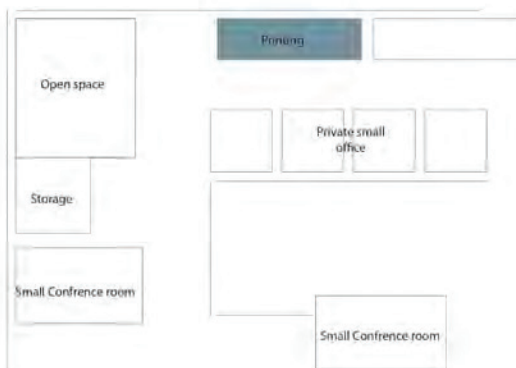


Diagram of the Printing Room location distant from private spaces  
- Wieden & Kennedy

## Description

Open or enclosed support space with facilities for printing, scanning and copying such as other paperwork for sorting and binding. Random encounterments and casual conversations occur within these spaces.

## Occupants / Activities

- Printing/Scanning

## Furniture, Fixtures, Equipment

- Printer/ Scanner/ Copier
- Storage
- Cabinets
- Optional
  - Office Supplies

## Illumination

General lighting or excess lightning coming from near by space

## Acoustics

To avoid distractions, enclosed wall space should be sound absorbent with limited entry ways ovoid noise.

## View Requirements

Recommended within a walking distance from any other workstations.

# Mail Room

Quantity **One**

Square Footage **50 sf**

Occupants **2 ppl**



*Example of a Mailroom underground - Wieden & Kennedy, Portland*

## Description

A place for coworkers to send or pick up mail. Optional: positioning mail space in front with lobby or having an actual mail room.

Depending on preference, monitoring mail is handled by staff or open to occupants to handle individually.

## Occupants / Activities

- Organizing mail
- Pick and drop of mail

## Furniture, Fixtures, Equipment

- Storage mail organized boxes
- Optional
  - Monitor system for mail
- Security Cameras

## Illumination

Well lit area with general lighting

## Acoustics

Semi enclosed space.

## View Requirements

None



# Staff Room

Quantity **One**

Square Footage **250 sf**

Occupants **4-6 ppl**



*Dedicated work area for the coworking manager*

## Description

A dedicated and secure space for the coworking manager and employees to work.

## Occupants / Activities

- Work area for the coworking manager and employees.

## Furniture, Fixtures, Equipment

- Desks
- Chairs
- Desktop computers
- Storage

## Illumination

Well lit area natural light and ceiling light fixtures.

## Security

Door with lock.

## Acoustics

This space should have acoustical features to prevent other spaces in the coworking office from hearing conversations.

## View Requirements

Views of the hot desks and lounge area.

# Bike Storage & Lockers

Quantity **One**

Square Footage **450 sf**

Occupants **20 bikes**



*Easy & accessible in-office bike storage*

## Description

A dedicated and secure space for coworkers to store their bikes. This space will also contain a variety of different sized lockers for coworkers to for storage.

## Occupants / Activities

- Easy and accessible bike storage
- Storage for other personal items

## Furniture, Fixtures, Equipment

- Bike Racks
- Lockers
- Shelves
- Benches
- Coat Hooks

## Illumination

Well lit area with ceiling light fixtures.

## Security

Security door with key code and security cameras if need be.

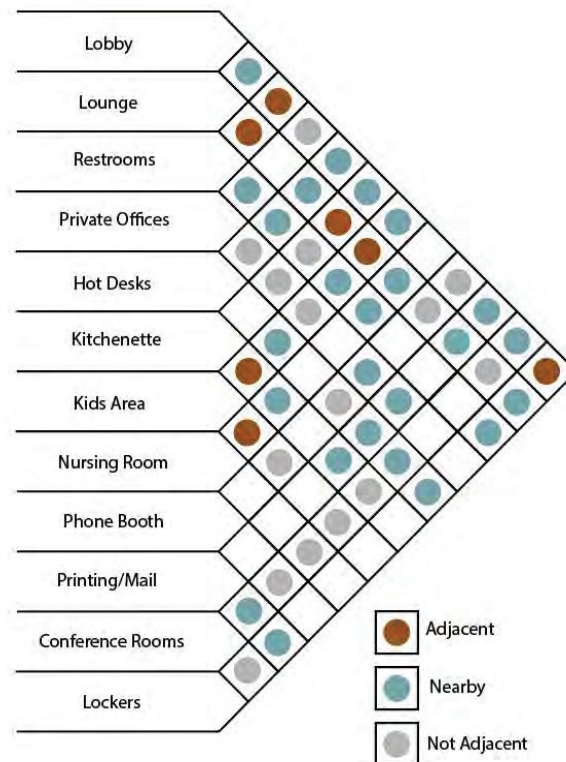
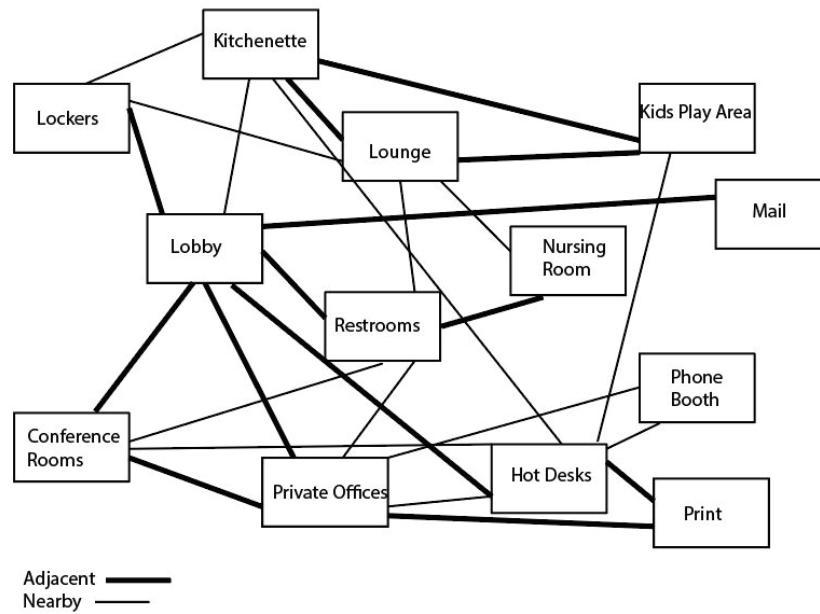
## Acoustics

This space should have acoustical features to prevent other spaces in the coworking office from hearing the rustling of bikes and other items.

## View Requirements

None

# Program Distribution



# Codes

- Exit access: The portion of a means of egress that leads to the entrance of an exit. It includes any room or space occupied by a person and any doorway, aisle, corridor, stair, or ramp traveled on the way to the exit.
- Exit: The portion of a means of egress that is fully enclosed and separated from other interior spaces by fire resistance-rated construction, and is between the exit access and the exit door. - distinguished from exit accesses by higher fire ratings
- Area of refuge: A space or area providing protection from fire and/or smoke where persons who are unable to use a stairway can temporarily wait for instructions or assistance during an emergency evacuation
- Exit discharge: The portion of a means of egress between the termination of an exit and the public way. Can be inside (lobby) or outside (courtyard)
- Public way: the are outside a building between the exit discharge and a public street (alley or sidewalk) -must have a minimum clear width and height of no less than 10 feet to be considered a public way
- Doors as means of egress: cannot be less than 80 inches high, ICC A117.1: a door in an open position must provide 32 inches of clear width, in a small office/conference room (less than 50 occupants) the door can swing inward
- Corridors are required to be enclosed
- (1)An accessible entrance;
- (2) An accessible route to the altered area;
- (3) At least one accessible restroom for each sex or a single unisex restroom;
- (4) Accessible telephones;
- (5) Accessible drinking fountains; and
- (6) When possible, additional accessible elements such as parking, storage, and alarms.
- **404.2.3 Clear Width.** Door openings shall provide a clear width of 32 inches (815 mm) minimum. Clear openings of doorways with swinging doors shall be measured between the face of the door and the stop, with the door open 90

degrees. Openings more than 24 inches (610 mm) deep shall provide a clear opening of 36 inches (915 mm) minimum. There shall be no projections into the required clear opening width lower than 34 inches (865 mm) above the finish floor or ground. Projections into the clear opening width between 34 inches (865 mm) and 80 inches (2030 mm) above the finish floor or ground shall not exceed 4 inches (100 mm).

- **703.1 General.** Signs shall comply with 703. Where both visual and tactile characters are required, either one sign with both visual and tactile characters, or two separate signs, one with visual, and one with tactile characters, shall be provided.
- **703.4.1 Height Above Finish Floor or Ground.** Tactile characters on signs shall be located 48 inches (1220 mm) minimum above the finish floor or ground surface, measured from the baseline of the lowest tactile character and 60 inches (1525 mm) maximum above the finish floor or ground surface, measured from the baseline of the highest tactile character.
- **703.4.2 Location.** Where a tactile sign is provided at a door, the sign shall be located alongside the door at the latch side. Where a tactile sign is provided at double doors with one active leaf, the sign shall be located on the inactive leaf. Where a tactile sign is provided at double doors with two active leaves, the sign shall be located to the right of the right hand door. Where there is no wall space at the latch side of a single door or at the right side of double doors, signs shall be located on the nearest adjacent wall. Signs containing tactile characters shall be located so that a clear floor space of 18 inches (455 mm) minimum by 18 inches (455 mm) minimum, centered on the tactile characters, is provided beyond the arc of any door swing between the closed position and 45 degree open position.
- **804.2.1 Pass Through Kitchen.** In pass through kitchens where counters, appliances or cabinets are on two opposing sides, or where counters, appliances or cabinets are opposite a parallel wall, clearance between all opposing base cabinets, counter tops, appliances, or walls within kitchen work areas shall be 40 inches (1015 mm) minimum. Pass through kitchens shall have two entries.



- **804.2.2 U-Shaped.** In U-shaped kitchens enclosed on three contiguous sides, clearance between all opposing base cabinets, counter tops, appliances, or walls within kitchen work areas shall be 60 inches (1525 mm) minimum.
- **804.3.2 Height.** The kitchen work surface shall be 34 inches (865 mm) maximum above the finish floor or ground.
- **1003.2 Ceiling Height.** *The means of egress* shall have a ceiling height of not less than 7 feet 6 inches (2283mm)

# Client/City



## Description of Client

The client is looking for a flexible coworking space that is rooted in the “get it done” spirit of Springfield. They are looking for a space that is community oriented and allows for occasional classes and activities and that can serve as a welcoming and inclusive space for everyone. While the space is not being created for the sole purpose of revenue, income is desired. Paying homage to local materials such as wood beams and exposed ceilings is important to the client because Springfield is a large hub of manufacturing and focusing on the use of these materials is imperative. They want the space to be marketable to startups as well as individuals.

## Population Demographics

- Median Resident Age: 35.8 years
- Oregon Median Age: 39.2 years

## Employment Demographics

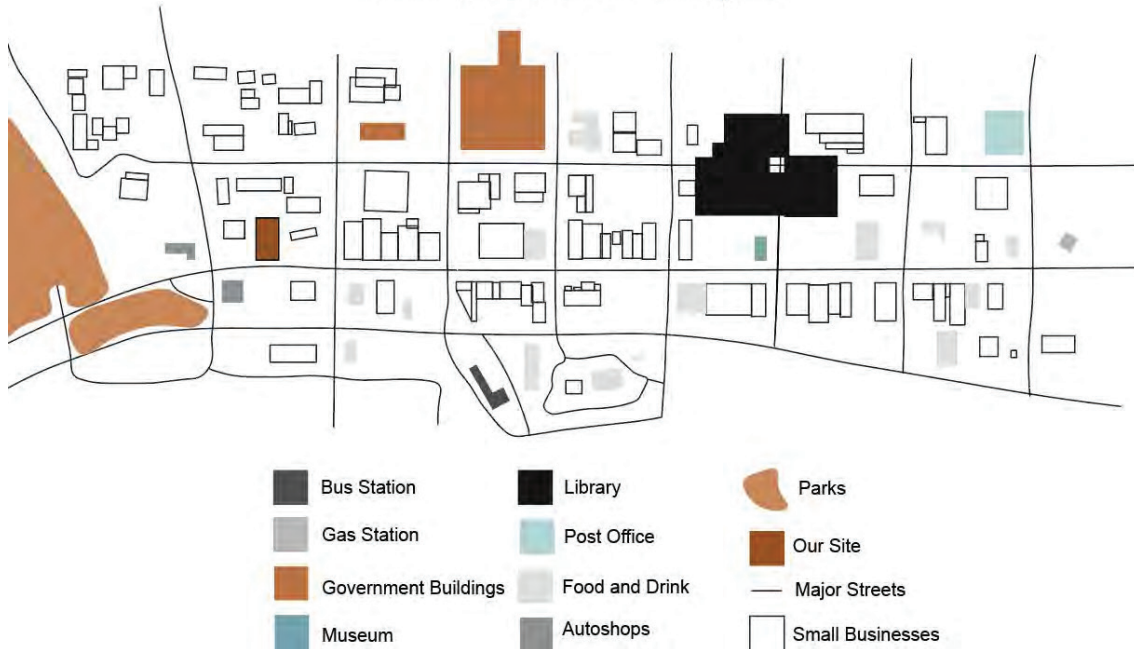
- Unemployment Rate: 6.3%
- Median Household Income: \$39,670
- Poverty Level: 22.6%
- National Poverty Level: 15.1%

## Crime Rates

- Violent Crime Rate: 18.6
- National Violent Crime Rate: 31.1
- Property Crime Rate: 56.3
- National Property Crime Rate: 31.8

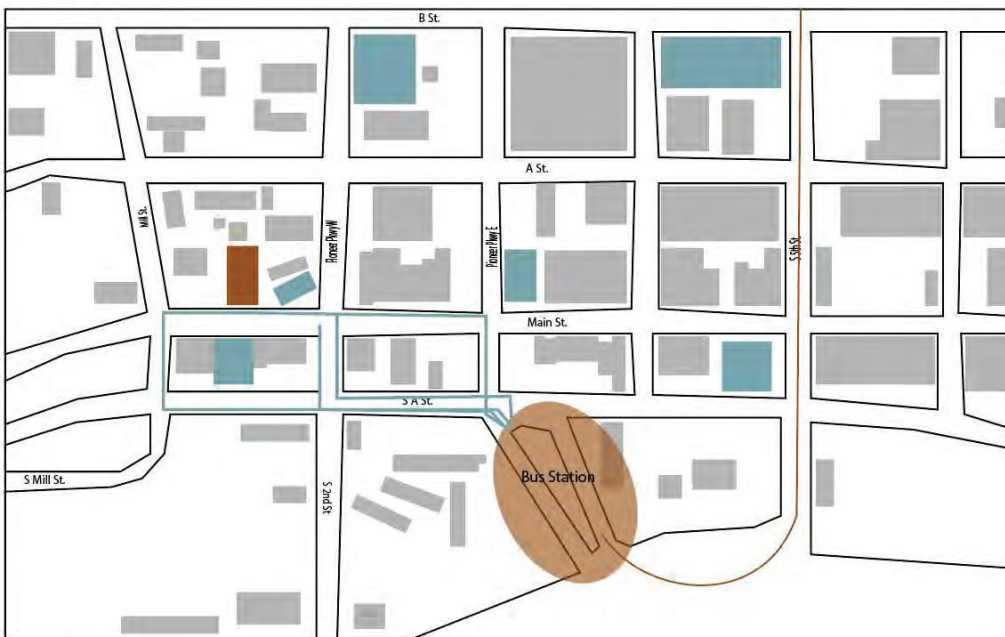
# Site Analysis

## Site Amenities Analysis



## Transportation Analysis

Bus Route  
Parking  
Walking Approach



# Building Analysis

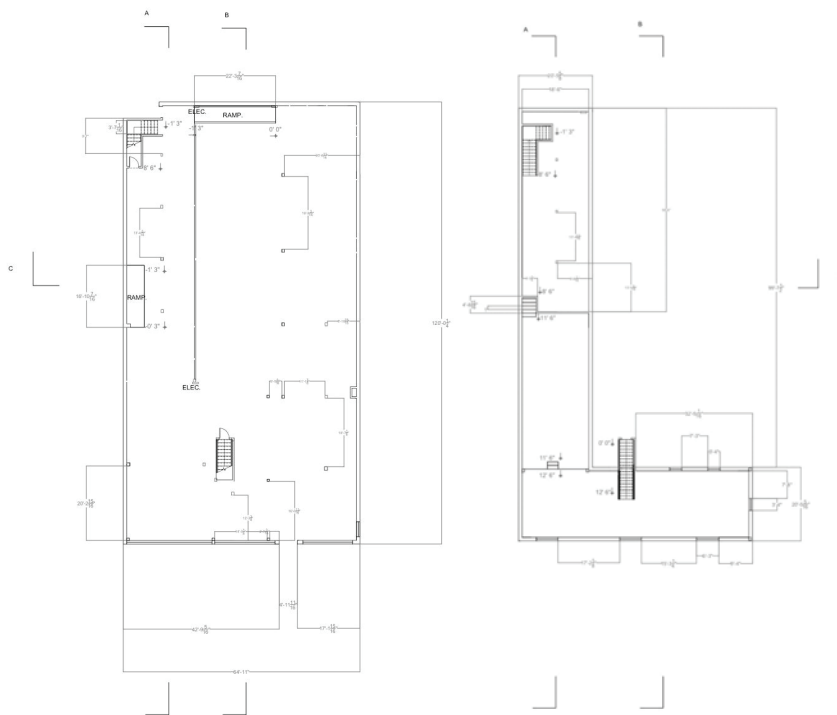
Location **138 Main St, Springfield, OR**

Square Footage **6385 sqft**

## Description

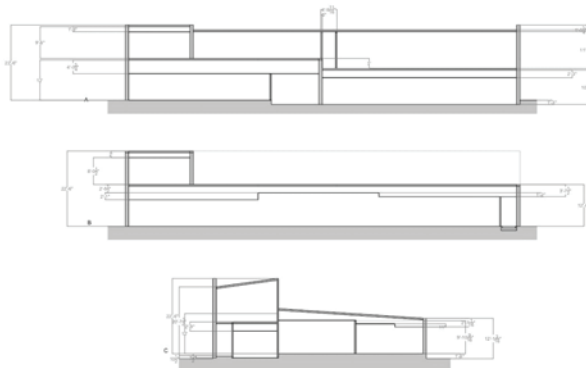
### Load Bearing Drawings

138 Main St., Springfield, OR, faces challenges against access to light, fluid circulation, and a cohesive arrangement of spaces. We aim to overcome these challenges through carefully analyzing the building as is, then to realize its potential.



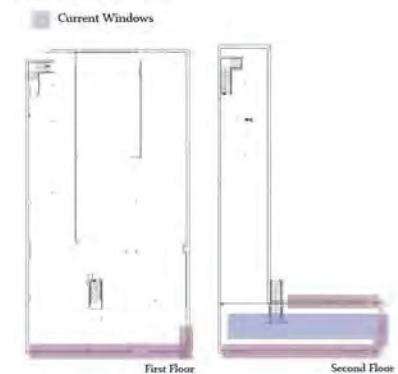
Second Floor Plans

Ground floor Plans

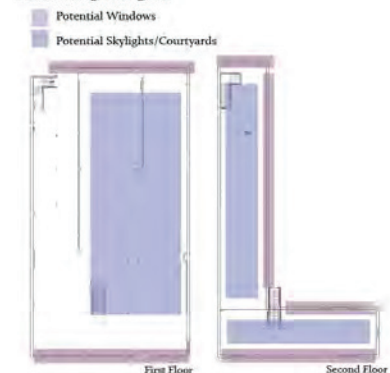


Sections

### Current Light Diagram



### Potential Light Diagram



**Research Documentation**

Precedent  
Studies



# Cloud Coworking

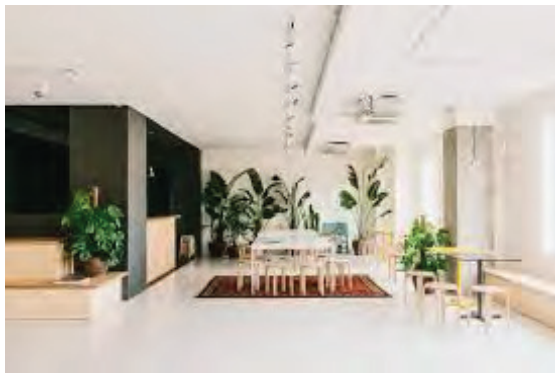
Location **Barcelona, Spain**

Square Footage **8073**

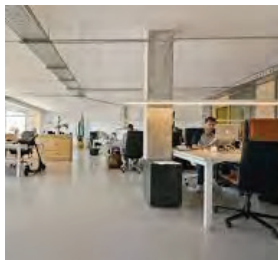
Pricing Model **1 Day - \$23**

**1 Week - \$103**

**1 Month - \$206**



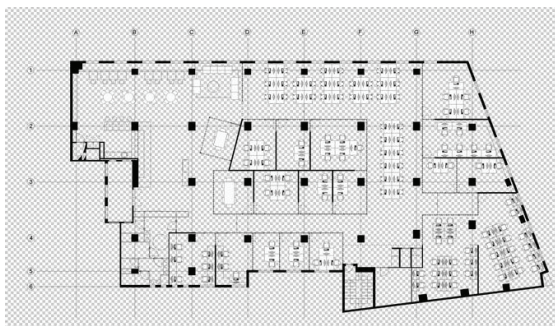
Left: Kitchen Right: Dining Area



Hot Desks



Left: Small Rooms Right: Hall



Plan

## Description

They are able to attract a broad group of people; 20's- 40's. The main colors/materials used are black, grey, white, wood, and glass. The only pop of colors used is green plants and a deep red in the side room.

This design is successful due to the variety, layout of spaces, materials and colors chosen. On the right there is a hall that leads to private spaces and on the left is a path to more open work spaces. The benches to the immediate left lead to the kitchen and dining spaces. The layout is easy to navigate that create inviting atmosphere and allow for comfortability.

## Amenities

- Wifi
- Heating/Air Conditioning
- 24 Hr Accessibility
- Parking
- Security Cameras
- Bike Friendly
- Kitchen (free water/coffee/tea)
- Community Events

## Equipment

- Dual/Single Monitors
- Printer/Scanner/Photocopier
- Bean Bags/Ergonomic Chairs/Stools/Sofa/Bench

## Spaces

- 70 Work Points
- 10 Private Offices
- 2 Meeting Rooms
- 1 Lounge Area
- Kitchen
- Outdoor Terrace

# Collab & Play

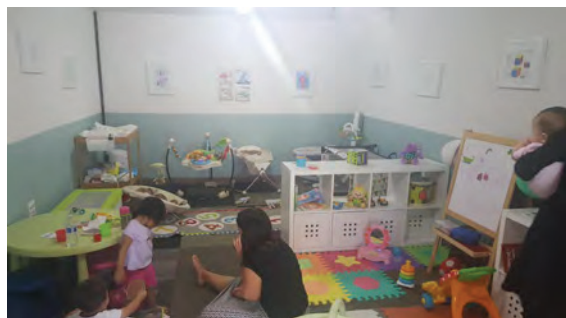
Location **Los Angeles, California**



Left: hot desk, Right: Child care room and receptionist



Hot Desks



Child care room

## Description

Collab & Play focus attract first servicing parents freelancers, creatives, entrepreneurs. A collaboration of childcare and coworking space that allows parents to navigate their career decision while relieving stress of child care. Opens the opportunity for creativity and innovation and parents interact with their children.

Based on its design, The layout is successful based on its accessibility with communal spaces and other amenities such as the kitchen. Although there is no private offices spaces, this coworking space is open to a communal setting that ensures easy access to work related and child care-setting.

## Amenities

- Wifi
- Heating/Air Conditioning
- Outlets
- Parking
- Security Cameras
- Kitchen (free water/coffee/tea)
- Community Events

## Equipment

- Dual/Single Monitors
- Printer/Scanner/Photocopier
- Chairs/Stools/Sofa/Bench

## Spaces

- Open hot desk spaces ranging from 2-4 seater
- Child care room
- Kitchen



# Appendix C

Creatives Program





# Creatives

**Emily Crawford II Emma Cantor II Grace McMahon  
Alicia Silverman II Christiana Hedlund**

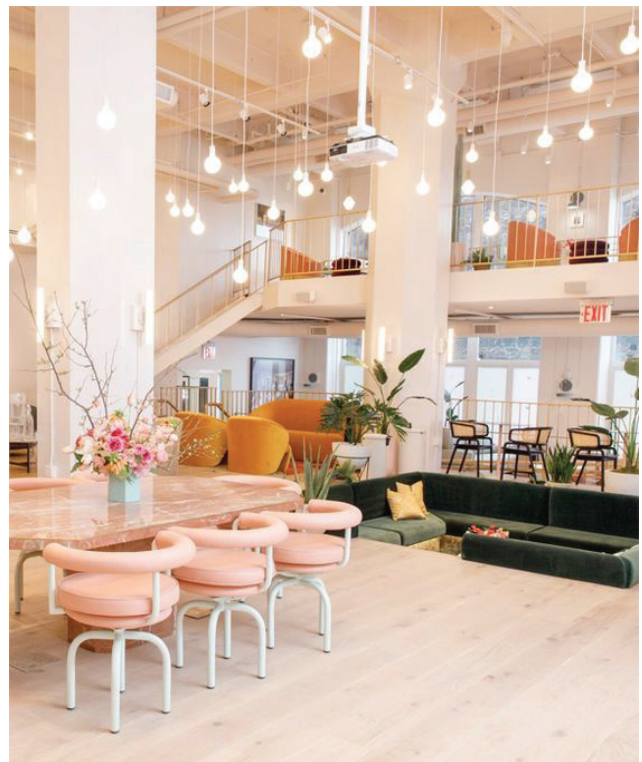
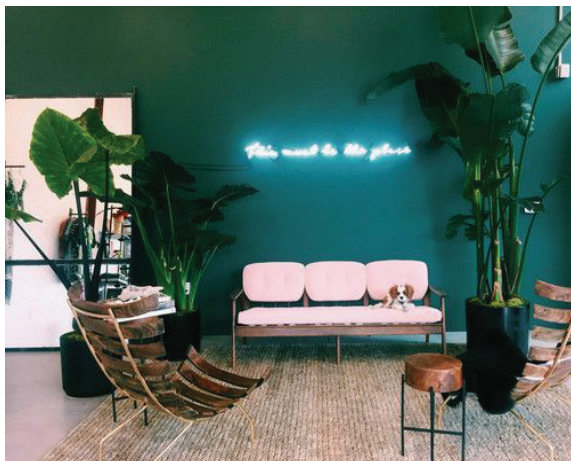


**Arch. 484/584 “Working Apart Together”, University of Oregon School of Design,  
Winter 2019, Prof. Solmaz Kive**

**Statement of Vision:** The aim of our coworking space in Springfield is to provide creative individuals with an inspiring space to make and showcase their work, provide resources such as gallery space and a photography studio to help creative professionals further their career, and engage the community through a gathering place for workshops and events.

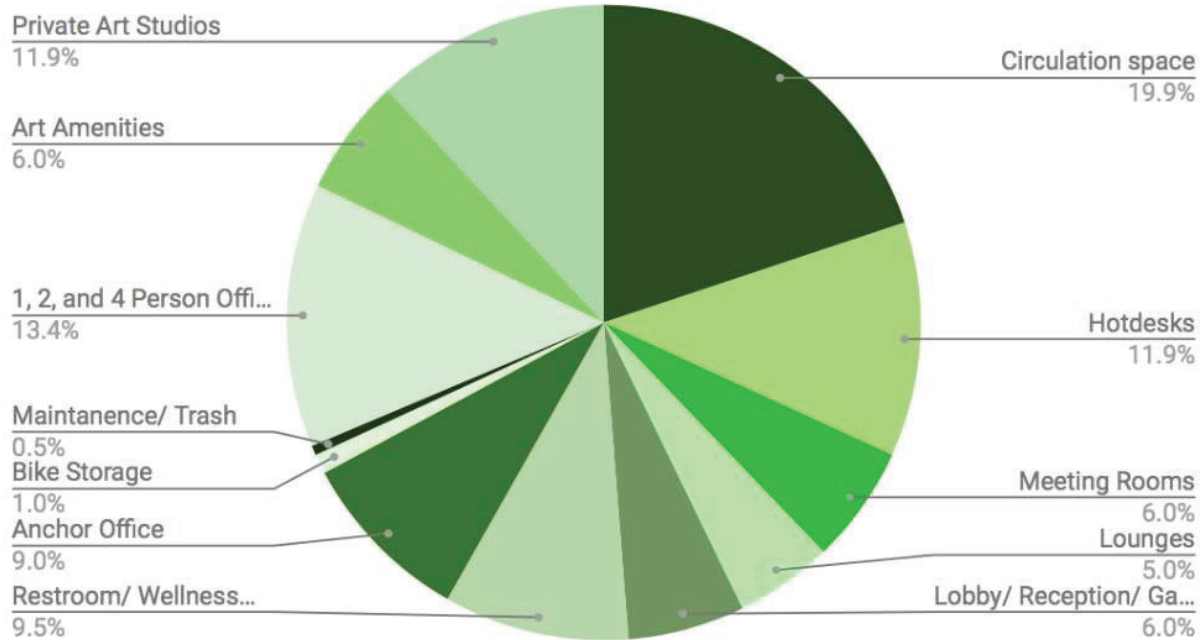
**Challenges:** Some challenges we face when designing a coworking environment for creative individuals, whether that involves hand or digital media, include incorporating enough space for a variety of tasks to be completed within the space while also remaining flexible for future endeavors. We will need to keep certain spatial criteria in mind such as ventilation when designing zones for people working with materials such as paint, as well as the need for multiple types of storage when concerning the different types of media and supplies people will need to keep close to their work zones. It is also incredibly important to create a gradient of privacy throughout the building. We will need to include spaces that are completely private for business and personal use as well as spaces that encourage conversation and liveliness.

**Objectives:** Create separate work zones for members who primarily use their laptops to create digital media and individuals who create hand media. Support a system of three different membership types including hot desking, individual desk/work stations, and private office spaces ranging in size from one to eight people. Create an environment that fosters both private conversations and meetings as well as casual gatherings and idea sharing. In addition to creating three types of membership experiences we will be creating spaces that encourage community involvement in the form of classroom space for workshops and open galleries to view new artwork.



Objective	Activity	Potential Space	Design Criteria
Create a supportive space for artists and professionals to do their work	<ul style="list-style-type: none"> <li>• Work: hand media</li> <li>• Work: digital media</li> </ul>	<ul style="list-style-type: none"> <li>• Studios</li> <li>• Open and private work spaces for digital media</li> <li>• Private 1-2 person spaces for calls, work, etc.</li> <li>• Leasable office(s) for “anchor companies”</li> <li>• Small kitchenette/coffee bar</li> </ul>	<ul style="list-style-type: none"> <li>• Source of natural light</li> <li>• Ventilation for areas where artists work</li> <li>• Lockable desks or storage zones for supplies</li> <li>• Sound barriers/proofing for acoustics</li> </ul>
Community gathering place / interaction with local community	<ul style="list-style-type: none"> <li>• After hours classes</li> <li>• Workshop space</li> <li>• Alive After 5</li> </ul>	<ul style="list-style-type: none"> <li>• Gallery</li> <li>• Workshop space</li> <li>• Event space</li> <li>• Movable furniture etc. to create large community gathering space</li> </ul>	<ul style="list-style-type: none"> <li>• Neutral background to display art</li> <li>• Easy access to entrance</li> <li>• Good security</li> <li>• Movable table for classes</li> </ul>
A resource for creative professionals to further their career	<ul style="list-style-type: none"> <li>• Workshops (professional development and creative)</li> <li>• Printing</li> <li>• Photo taking</li> </ul>	<ul style="list-style-type: none"> <li>• Classroom/</li> <li>• Workshop space</li> <li>• Photo studio</li> </ul>	<ul style="list-style-type: none"> <li>• Photography studio</li> <li>• Space to hold workshops</li> <li>• Ability to sell art in shop or online</li> </ul>

## Breakdown of Building by Square Footage



### Total Area Available:

1st Floor: 7,569 sq. ft.  
 2nd Floor: 3,327 sq. ft.  
 -----  
 total : 10,891 sq. ft.

### Use of Space in our Design:

8,120 sq. ft.

### Space Used for Circulation:

2,200 sq. ft. (about 20%)

### Total Use of Space:

10,320 sq. ft.

### Guiding Principles:

- To create a community between members to inspire and further their creative work.
- Welcome the surrounding community to participate in events and invest in our creators.



# Creatives

A coworking space to bring the creative community of Springfield together to showcase their work, collaborate, and further their careers.

NAME OF SPACE	SQUARE FOOTAGE	OCCUPANCY
Lobby/ Reception	200	8
Gallery /Event Space/ Classroom	400	12
Kitchen	150	12
Lounge (3)	500, 166 sq. ft per room	40
Restroom Mens (ADA)	150	3
Restroom Womens (ADA)	150	3
Private Restroom (ADA)	80	1
Call Rooms (4x)	400, 100 sq. ft per room	8
Wellness Room	50	1
Bike Storage (20 bikes)	100	
Individual Art Space (15x)	1,200, 80 sq. ft per space	15
Photo Studio	180	3
Art Hot Desk	600	20
Mail Room	100	2
Conference Room Large/ Classroom (2x)	360, 180 sq. ft per room	10
Conference Room Small (3x)	270, 90 sq. ft per room	5
Anchor Office (6-8 people)	750	8
Private Office (1 person), (5x)	300, 60 sq. ft per room	5
Private Office (2 person), (4x)	380, 95 sq. ft per room	8
Private Office (4 person), (2x)	720, 360 sq. ft per room	12
Digital Hot Desk	600	20
Print Zone	200	3
Staff Office	150	2
Lockers (35 lockers)	100	3
Maintenance / Storage	30	2
<b>TOTAL</b>	8,120 (10,320 with added 20% circulation)	75



# Detailed Program

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## Space Needs and Requirements:

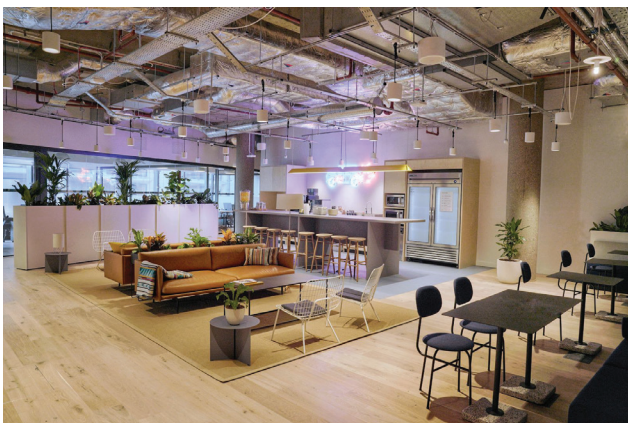
### Lobby/Reception

- Reception desk/counter, armchairs or sofas for waiting, end/coffee tables
- 200 sq. feet, seventeen people max occupancy
- Natural Light from location at front of building



### Kitchen (1)

- Fridge, Sink, Toaster, Microwave
- Used by all members
- Can hold up to twelve people at a time
- Natural Light would be preferred, but not necessary
- Can be located close to gallery in case of catered events, or located in center of hot desk spaces for ease of use of members



This kitchen is filled with the basics for an office: refrigerator, microwaves, and coffee maker. It is simple, but might be larger than we need for our space. It is connected to a lounge that has multiple seating options as well, which is an idea we were thinking about in our adjacency diagrams.



This office offers a different kind of kitchen space, a cafe. This system allows for people to still heat up the food they bring from home as well as make coffee or tea. However, it sells products and serves as another source of revenue for the owner.

### Lounge Zones (3)

- Sofas, armchairs, end/coffee tables, outlets, greenery
- 500 sq. feet, can hold up to forty-two people at a time
- Natural Light not required, but preferred
- Potentially spread out in three different zones: one upstairs and one by each of hot desk spaces (hand-media and digital)



The lounge space is connected to the kitchen/bar space in this office. It allows for activities such as eating, working, and socializing.



This lounge is focused on different types of seating arrangements around a central seating space. It also serves as a library/resource center. This combined with the lounge creates a place for people to socialize and cowork in the same room.

## Gallery / Classroom / Event Space

- 400 sq. feet
- Twelve people max occupancy
- Track lighting for displayed artwork
- Partition walls on castors for more wall space



An open and flexible gallery space that can accommodate events, lectures, and workshops. The track lighting provides a well illuminated space with spot lighting.

## Art Hot Desk Area

- 600 sq. feet
- Twenty people max occupancy
- Large tables on castors for flexibility
- Natural Light preferred
- Brush cleaning station with sink
- Metal cabinets for flammable material
- Some communal supplies and cabinets for storage





## Digital Hot Desk Area

- 600 sq. ft.
- Twenty people max occupancy
- Large, communal tables with outlets accessible for computers
- Comfortable seating and close proximity to the lounge and kitchen



This space allows for a choice of different work surfaces within an open zone that allows the users to connect with one another in a naturally lit environment.



This space (left) offers natural light without distraction from a window at eye level, it also provides a member of this coworking space access to a computer monitor.

### **Open Studio Space with Single Private Desks**

- 1,200 sq. feet total, 80 sq. feet per space
- Fifteen people max occupancy
- Large, single work table and chair with lockable storage
- Natural light necessary

### **Private offices (1 person) 5 (2 person) 4 (4 person) 3**

- Desks, storage options, 1-2 chairs
- Located on top and bottom floors, slightly different levels of privacy
- Natural light preferred, use of glass walls (that can fog for privacy) or clerestory windows



### **Anchor Office (6-8 People) 1**

- This space will remain the largest private office available, fitting up to eight people
- This space will have its own entrance off Main street and will act as the main means of securing rent to pay the utilities for the building
- This space will have natural lighting as well as a view of Main Street
- There will be access to a Male and Female restroom as well as a small conference room



### Small Meeting/"Call" Rooms (4)

- These would be small, comfortable rooms ideal for taking a private phone call or video conference
- These spaces would also be large enough to hold a private meeting/conference between two to three individuals
- They would have a high level of acoustic barrier
- They would need to be easily accessible from all the main work zones
- They would be first come first serve with potential to reserve in advance as well



This space provides the widest variety of seating options for the users. A long, communal table and lounge seating provides a place for people with laptops to work within a comfortable environment that provides a means of networking in a leisurely fashion.



These quiet rooms are appealing to the eye due to the distinct use of raw materials that creates a warm and inviting space to take personal phone calls or private meetings, while still remaining open to the larger spaces through glass doors.

## Large Conference Rooms/Classroom (2)

- These larger conference rooms can hold up to ten people at a time and will also act as potential class room space if someone in the community wants to hold a workshop
- These will need to have a good sound barrier as well as high-speed internet and large screens for conducting presentations



This space is appealing as a large conference room because it provides comfortable seating and an appealing environment to hold larger meetings. The space could also be used by members of the coworking space to host classes or workshops with the local community. The flat surface is appealing for artists to lay out their work or other members to brainstorm ideas. This space is also appealing for people to have electronic presentations because it is not naturally lit and therefore the lighting can easily be controlled.

## Small Conference Rooms (3)

- There will be three smaller conference rooms that can hold approximately five people at a time
- These spaces will comprise of flexible furniture arrangements which can be changed to fit the users needs
- Each will have a screen of some kind for presentations and good sound barrier



These meeting/conference rooms are appealing in the sense that each has a unique layout and furniture arrangement so they provide members with a choice depending on the type of work space they need.

### **Restrooms- 1 Gender Neutral/ ADA, 1 Male and Female**

- There will be one set of male/female restrooms, as well as a gender neutral/ ADA restroom (private, one toilet)
- M/F restrooms are each 150 sq. ft.
- The private restroom is 80 sq. ft.
- Each M/F restroom has 3 stalls, one will accommodate a wheelchair

### **Wellness Rooms (1)**

- Room accommodates nursing mothers, private calls, private relaxation breaks, de-stressing, etc.
- Includes a comfortable place to sit (couch or chair), a countertop, lighting (lamp and overhead), and a mini refrigerator for storing cold items, mirror
- Could include a small sink
- Sound proof and no clear-glass windows for ultimate privacy
- This room is designated for one person at a time, not including nursing mothers





## Hanging Bike Storage

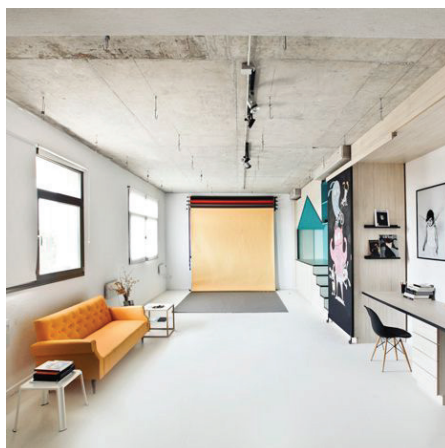
- 200 sq. ft.
- Space for twenty bicycles
- Bikes will be hung on the wall from hooks with the exception of very heavy ones (electric bikes can be on the floor lining the wall)
- This space encourages coworkers to wheel their bicycles through the building to reach the storage wall



We loved the way this space utilized vertical bike storage and feel a similar concept would do really well in our location. We imagine bike storage to be towards the back entrance of the building but with a clear and easy way of walking bikes from the main entrance to the back storage area.

## Photo studio

- The photo studio provides artists and creatives a place to photograph their work or products in a professional setting
- There will be backdrops of different colors provided as well as some minor lighting equipment and a professional camera that can be checked out at the front desk with a membership ID
- This space could have natural light but would need to be controllable
- Could fit up to three people



## Print Room

- We would love to provide our members with a printing zone that is equipped with a scanner and large printer for creating large, professional posters and documenting one's work
- This space may need to be secluded or closed off from the rest of the building in some way due to fumes from the printer
- The space allows for up to three individuals at a time

## Mailroom

- 100 sq. ft.
- Provides enough room for one to two people to comfortably maneuver the space
- Has storage for incoming and outgoing mail
- Allows coworkers to have mail shipped to this address instead of their homes
- Separation from other rooms isolates unhealthy fumes and chemicals keeping workspace air clean

## Lockers

- We anticipate that the members with only Hot Desk access (instead of a private office or work zone) will require a locker to store smaller items and supplies
- There should be at least thirty five lockers provided for this reason
- These may vary in size due to different storage needs



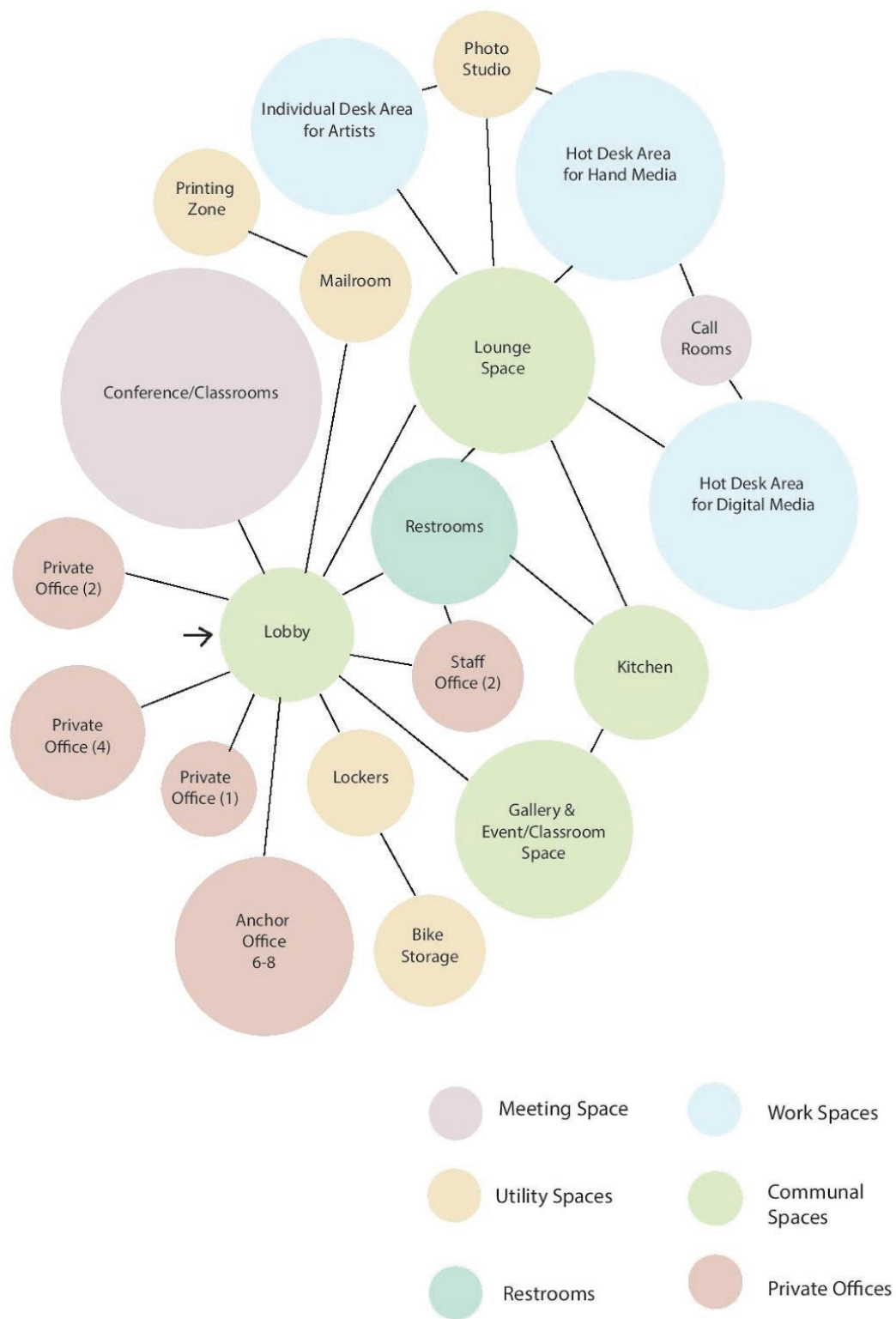
This space showcases a locker wall which we are thinking of implementing in our design program for storage of art materials and pieces. The lockers would vary in size, but could be a focal wall such as this one.

## Staff Office (1-2 People) 1

- This will provide a space for the two anticipated staff members to work
- Should be accessible from the lobby as well as the gallery to provide for security



## Adjacency Diagram (Overall Spaces)



Adjacency Matrix Diagram (Detailed)



## ***Furniture: art /photo***



CANVAS STORAGE



PRINTERS



SCANNERS



FLAT FILE

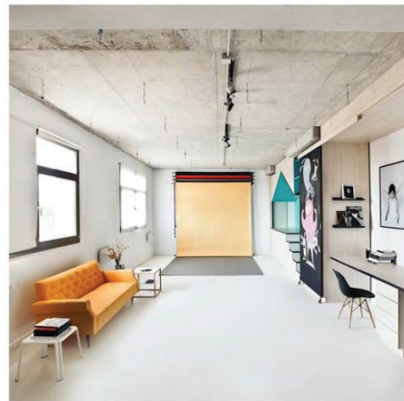


PHOTO STUDIO

### **Furniture/Fixtures/Equipment (specific to creatives)**

- Lockers incorporated into hot desk area (include in furniture ideas)
- Flat files- large paper storage
- Tall slatted storage for canvases
- Toxic waste disposable canisters / fire proof lockers /small cleaning supply space
- Temporary space for pinning or hanging up work (on walls)
- Glass or whiteboards (on walls or movable)
- Large printers for poster size boards

### **Illumination:**

- Natural light scarce in middle of building
- Possibly add skylights to bring light into all parts of building
- Large window units on the East and West sides of the building to maximize light

### **Supervision, Safety, and Security:**

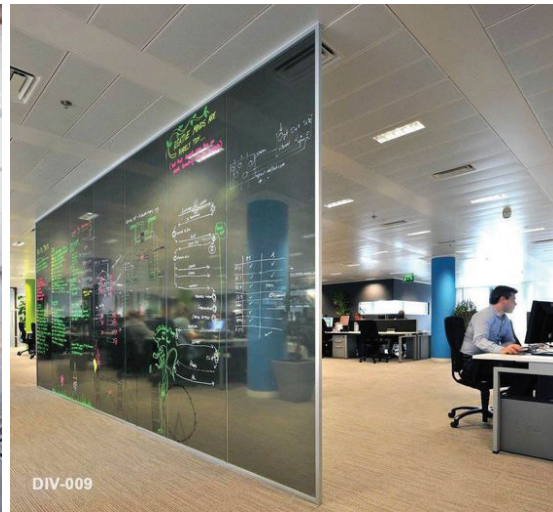
- Receptionist/Greeter
- Key Fob access for members on all doors (front door unlocked during normal office hours with receptionist)

### **Acoustics:**

- Light music upon entry, specifically in lobby and gallery spaces
- Option to play music in working spaces, though most people will likely use headphones
- Conversations in coworking space, but keep larger business conversations in private meeting rooms

### **Views/Other Design Considerations:**

- Closed off lobby space, or open to back work areas
- Front of building looks out onto Main Street, back off building looks out onto alleyway
- An extensive amount of white board space (could even be integrated into walls)



# Code Review

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## Egress Codes:

- **Stairs**
  - Stair riser heights shall be 7 inches (178 mm) maximum and 4 inches (102 mm) minimum.
  - Tread depths shall be 11 inches (279 mm) minimum.
  - The riser height shall be measured vertically between the leading edges of adjacent treads.
- **Windows**
  - Minimum width of opening: 20 in.
  - Minimum height of opening: 24 in.
  - Minimum net clear opening: 5.7 sq. ft. (5.0 sq. ft. for ground floor).
  - Maximum sill height above floor: 44 in.

## Universal Design Codes:

- Two exits
- Minimum hall width 4 ft
- Smooth, ground level entrances without stairs
- Surface textures that require low force to traverse on level, less than 5 pounds force per 120 pounds rolling force
- Surfaces that are stable, firm, and slip resistant per ASTM 2047
- Wide interior doors (3'0"), hallways, and alcoves with 60" × 60" turning space at doors and dead-ends
- Functional clearances for approach and use of elements and components
- Lever handles for opening doors rather than twisting knobs
- Single-hand operation with closed fist for operable components including fire alarm pull stations
- Bright and appropriate lighting, particularly task lighting
- Clear lines of sight to reduce dependence on sound
- Labels in large print on equipment control buttons

## Wellness Standards:

- Separate rooms for activities creating unhealthy fumes including mail, printing, trash, and private art studios. Windows on north and south walls as well as skylights will bring in as much daylight as possible. A “wellness room” provides space for total privacy for nursing, private calls and short breaks from work.



# Research Documentation

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**Neighborhood and Site Analysis:** *Springfield, Oregon*

**Client:** The City of Springfield

**Building:** *138 Main Street, Springfield, Oregon 97477*

- The existing building touches the lot lines on each side, forcing walls on the east and west sides to be door and windowless. The condition of the building at this time is very poor. It likely needs both structural and nonstructural reconstruction as well as aesthetic updates.

## Site:

- The site is located on the main downtown street in the heart of Springfield. Access to the site is very easy with the nearby bus station, bridge leading to Eugene and plenty of on-street and lot parking. While the community is bike friendly, the building will need to set aside space for bike storage.
- While anyone is welcome to use the space, our target group is creative people ranging from late 20s to early 40s.
- The views from this location are limited to the the north and south ends of the building. The northern end faces a dirt road alley, some small business and an older apartment building. The southern end of the building, where the main entrance sits, faces Main Street and an empty paved lot. While Main St. provides great access to our site, it also brings in a great deal of noise.
- The southern windows and skylights will be incredibly important for this building because of the sun's pattern in this region. During winter months the sun dips lower into the southern hemisphere, compared to summer months where the sun travels more directly overhead.

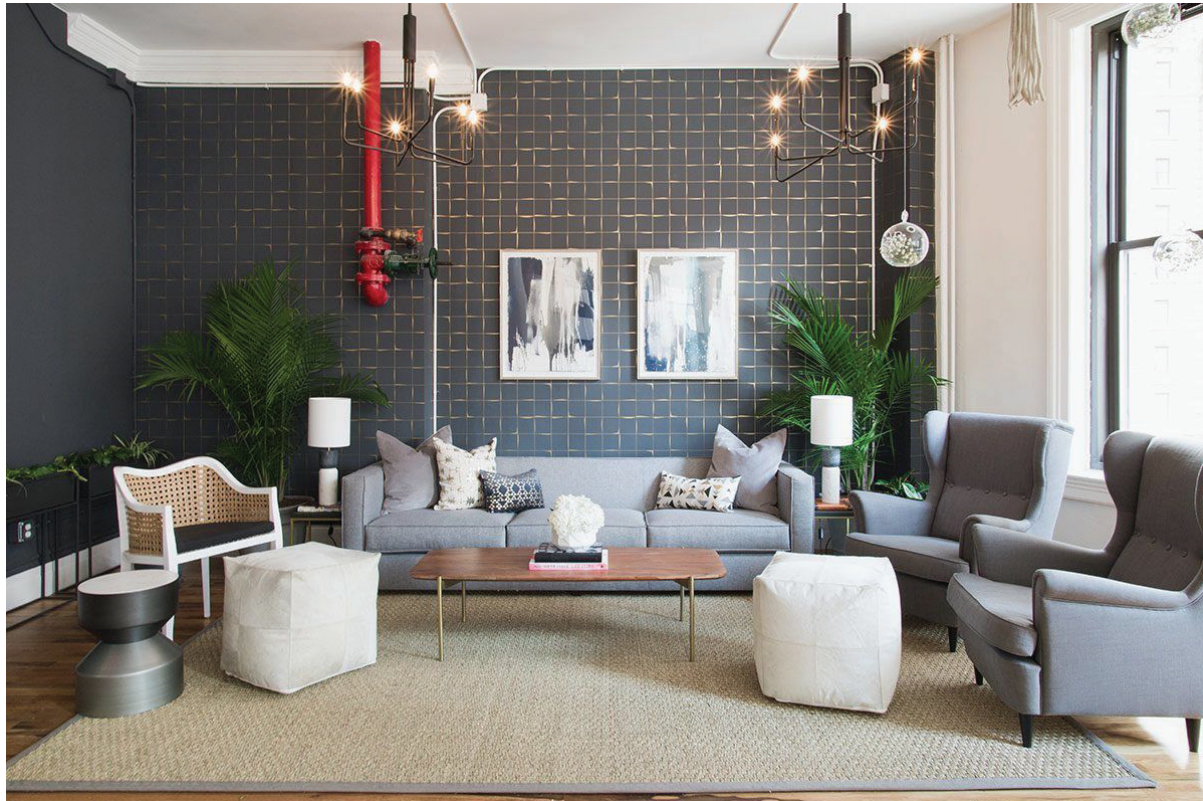
Neighborhood:



# Precedents

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Purewow: New York City, New York



PureWow is a popular lifestyle website for women that covers topics of fashion, beauty, food, travel, tech, home, health and culture. Having just signed the lease on a brand new raw space in New York's NoMad district, PureWow wanted transform it into a sophisticated and modern office with a touch of femininity.



This office space closely represents our program by offering its workers amenities such as naturally lit and inviting communal spaces.

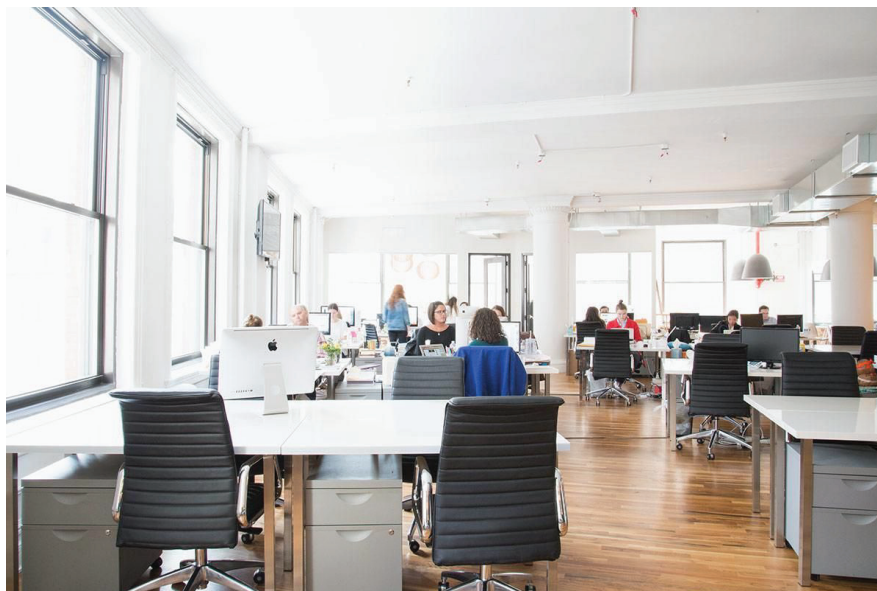


This Conference room (Left) is a great example of the type of space we would like to incorporate into our design. It provides an environment for meetings between a few people to many comfortably.





The enclosed call room/meeting room (Left) is similar to one we would like to implement into our design because of the privacy it offers as well as slightly larger size that would be able to accommodate one to two people comfortably.



This office space does a good job of providing its workers with an open work environment that is spacious and well lit with natural light.



## Fosbury and Sons: Antwerp, Belgium



“Fosbury & Sons wants to bring fun and life to work and encourages collaborations across the boundaries of businesses. Both freelancers, business nomads and employees of small and large businesses are welcome. We want to address different sectors, within and outside of Antwerp. Thus, people can cooperate in establishing a strong and valuable network”  
- Stijn Geeraets (Co-founder)



While this space is larger than the building we will be designing, there are many principles in place we would like to implement. Such as the choice to keep the upper level open to the communal spaces below but still remain private and separated to allow for a focussed work environment that receives sunlight.



This space is a great example of dividing this open concept work environment with elements such as a half-wall or plants to allow individuals a sense of privacy and shelter. The square desks are an ideal size for one person to spread out and work efficiently or even a small group of people to have a casual meeting.





Fosbury and Sons also accomplishes a sense of privacy amongst a large and open space when it comes to their private offices. The use of glass wall systems that are solid along the bottom three to four feet and clear glass above still provide the user with a sense of security but allow for natural daylight to penetrate the offices.



This office space does a great job of providing a large variety of different seating arrangements from small tables perfect for one person to long, communal tables where people feel welcome to collaborate and work together.